

Subject: Procurement Practices & Principles	Policy No.: 1277
25-0326 Waystar - KOH	3/7/2025

**REQUEST FOR PROCUREMENT COMPETITION EXCEPTION**

Facility: Kohala Hospital  
 Requesting Official Name/Position Dawnell Buell / CFO

**1. Name and address of contractor (Attach Completed Purchase Request - may be approved concurrently).**

Waystar, 888 West Market Street, Louisville, KY 40202

**2. Describe process used for selection and method for determining best value pricing obtained:**

As Kohala Hospital ("KOH") is a part of an Epic Community Connect electronic medical record, there is workflow embedded in the platform that is appropriate and essential for patient care and the financial sponsorship of the patient. Insurance verification, eligibility and notice to the payers is critical workflow and imbedded in the Epic platform. Queens as selected to move from a vendor, Olive, that was provided as go-live technology and will no longer be available for these essential functions. Waystar is the system that Queens has selected for integration with their Epic/CareLink tool.

KOH would not be able to easily or viably select an alternate vendor as we have adopted the Queens key workflow/processes being a Community Connect partner.

**3. Expenditure amount/means of funding:**

\$187,000.00 estimated / Operations


**4. Justification (why competition is excluded or restricted)**

- Emergency— patient safety risk or significant financial impact if delayed for bidding
- Sole Source
- Restricted Specifications
- Re-negotiation of Existing Contracts
- Physician Preference

**EXPLANATION:**

Dawnell Buell  
 Requestor: Dawnell Buell, CFO

03/08/2025  
 Date


  
 Regional Sr. Contract Manager: Yvonne S. Taylor

03/09/2025  
 Date

Dawnell Buell  
 Regional CFO: Dawnell Buell

03/08/2025  
 Date

APPROVED/DISAPPROVED

  
 Regional CEO or Designee: Clayton R. McGhan

03/10/2025  
 Date

Comments: