



STATE PROCUREMENT OFFICE
NOTICE OF REQUEST TO AMEND AN EXEMPTION
FROM HRS CHAPTER 103D CONTRACT

12 JUL 17 A7:58

STATE PROCUREMENT OFFICE
 STATE OF HAWAII

TO: Chief Procurement Officer
 FROM: Department of Health
Name of Requesting Department

Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:

- 1. SPO-007, Exemption Reference (PE) Number: 12-073D
- 2. Vendor/Contractor/Service Provider Name: Waimanalo Health Center

3. Describe the goods, services, or construction:
 Waimanalo Health Center will relocate the current WIC clinic from the main building to a new renovated Building F to service WIC participants. This new space will more than double the size of the current WIC space and will include private offices, private work areas, private area for health assessments, an education-demo kitchen, and a conference room. The renovation will also include ADA compliant ramps and restrooms to more efficiently serve the WIC participants. The renovation will increase client confidentiality and strengthen nutrition education and breastfeeding support goals of the WIC Program.

4. Explain in detail what is being amended:
 The amendment is for a six-month, no-cost extension to the previously approved Exemption starting from Notice to Proceed to September 30, 2012. The Contract's official commencement date on the Notice to Proceed was June 7, 2012 and the Time of Performance of the contract was from the Notice to Proceed to and including September 30, 2012. We request to extend this term for six (6) months, to and including March 31, 2013.

5. Amended contract price for this request: : n/a

6. Explain in detail why the amendment(s) are necessary:
 According to the terms of the grant awarded by the USDA, these Regional Operational Adjustment funds must be expended by the time the closeout for the federal fiscal year is submitted by WIC, no later than March 31, 2013 in this case. The Provider is planning on publishing a public notice for a Contractor by July 15, 2012, selecting the Contractor by July 31, 2012, executing the construction contract by the middle of August 2012 and complete construction around January 2013. If the funds are not expended by March 31, 2013, then they must be returned to the USDA.

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7. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) completed mandatory training and 2) who may be contacted for follow up inquiry, if any.

(Type over "example" and delete cells not used.)

Department Personnel Name	Division/Agency	Phone Number	Email address
Andrea Takemoto	FHSD/WIC	586-8190	andrea.takemoto@doh.hawaii.gov
Linda Chock	FHSD/WIC	586-8191	linda.chock@doh.hawaii.gov

All requirements/approvals and internal controls for this expenditure is the responsibility of the department. I certify that the information provided is to the best of my knowledge, true and correct.


 Department Head Signature

7/16/12
 Date

For Chief Procurement Officer Use Only

Date Notice Posted: 7/17/12

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is granted from the Notice to Proceed date to 03/31/13. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. If there are any questions, please contact Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

Approved Disapproved No Action Required


 Chief Procurement Officer 7/26/2012
 Date