



**STATE PROCUREMENT OFFICE  
NOTICE OF REQUEST FOR EXEMPTION  
FROM HRS CHAPTER 103D**

13 JUL 11 A7:53

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

**TO:** Chief Procurement Officer

**FROM:** Dept. of Health/Family Health Services Division/Maternal and Child Health B  
*Name of Requesting Department*

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods, services or construction:  
Provide training to contracted home visiting program staff as well as provide logistical support for training which must be brought in from sources outside the training contract resources or from out of state.

2. Vendor/Contractor/Service Provider:	People Attentive to Children (PATCH)	3. Amount of Request: \$ 500,000.00 <sup>250,000</sup> <i>see 7/31/13</i>
4. Term of Contract From:	<i>7/1/2013</i> <i>8/1/13</i>	To: <i>6/30/2015</i> <i>7/31/2014</i>
5. Prior SPO-007, Procurement Exemption (PE):		<i>see 7/31</i>

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:  
See attached

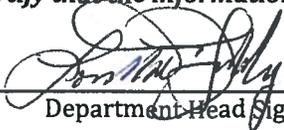
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:  
See attached

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).

\*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	e-mail address
Tod Robertson	FHSD/MCHB	733-9041	nickey.robertson@doh.hawaii.gov

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

  
Department Head Signature

7/10/13  
Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 7/11/13

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

[state.procurement.office@hawaii.gov](mailto:state.procurement.office@hawaii.gov)

Chief Procurement Officer (CPO) Comments:

Approval is granted for the period 08/01/13 to 07/31/14 and is based on the department's determination that People Attentive to Children (PATCH) if the only vendor able to provide comprehensive Hawaii Home Visiting Network training based on the department's 4 evidence-based models. 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. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Bonnie Kahakui at 587-4702, or [bonnie.a.kahakui@hawaii.gov](mailto:bonnie.a.kahakui@hawaii.gov).

Approved       Disapproved       No Action Required

  
Chief Procurement Officer Signature      8/8/2013  
Date

**6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:**

On March 23, 2010, the President signed into law the Patient Protection and Affordable Care Act of 2010. It authorized the creation of the Maternal, Infant and Early Childhood Home Visiting (MIECHV) program, which facilitates collaboration and partnership at the federal, state, and community levels to improve health and development outcomes for at-risk children through evidence-based home visiting programs.

The State of Hawaii, Department of Health (DOH) has utilized this federal funding to develop the Hawaii Home Visiting Network (HHVN) – a public/private partnership with evidence-based home visiting models. The project's scope has encompassed and focused on infrastructure to support quality home visiting programs which deliver services with fidelity to its model. It has moved forward and away from its earlier implementation of providing only "Healthy Start" home visiting services. The HHVN supports four (4) different evidence-based models which collaborates with experienced programs and agencies to provide home visiting services to targeted communities.

A cornerstone to ensuring that these four (4) different models provide services with "fidelity" is training for home visitors within each model. Training specific to the national model developers' requirements, as well as training on generic subject matter which is applicable to all home visitors (regardless of the model), and training specific to the MIECHV requirements will be provided through the MIECHV grant. Additionally, the MIECHV grant funding recommends that home visiting services be embedded within a comprehensive early childhood system. The grant therefore proposed that one venue for collaboration and partnership for home visiting programs within the early childhood system, is to associate our professional development resources with the early childhood learning community. The training classes and subject matter required for home visitors overlaps with the training classes required for the early childhood learning community. The MIECHV grant project is therefore seeking a training contractor who can provide the variety of training classes required for each of the four (4) different home visiting models as well as provide the logistical activities required to bring national trainers to Hawaii and to organize and coordinate the training sessions for each of the four (4) different models.

The Department of Human Services (DHS) procured, through a competitive process, this provider (PATCH) to provide community-based training for child care providers. PATCH has developed a catalog of community-based courses for child care providers which include the same subject matter required for home visiting providers. These courses are used to meet State child care licensing requirements and support the attainment of the nationally recognized Child Development Associate (CDA) Credential. It is advantageous for the DOH to utilize PATCH rather than procure separately to duplicate this service. In addition to the already established classes and training series, PATCH administers Career Access and Navigation of Early (CANOE) Childhood Systems. This is a system built from partnerships and support from the Hawaii Careers with Young Children (HCYC) which represents 27 agencies, departments, and

organizations from Honolulu, Maui, Kauai, and Hawaii counties. This system speaks directly to the issue of sustainability for the HHVN to ensure that quality home visiting services are incorporated into the early childhood community to provide a seamless transition into early learning for families who are coming from home visiting programs. CANOES offer a professional development opportunity for home visitors and addresses training, degree attainment, and career advancement for home visitors. PATCH also administers a statewide registry and system to vet its trainers to ensure that classes/training meet industry standards. The MIECHV grant, which will fund this contract, requires that this project collaborate closely with the Early Childhood learning community. In addition to utilizing resources efficiently, contracting with PATCH ensures a seamless system of training between the home visiting providers and early childcare providers. The consistent messaging regarding program values of family strengthening, child safety, child development, and parent-child interactions benefits each provider and program and the larger community and state.

Contracting with PATCH would build the capacity for sustainability within the State for home visiting training. Because of the registry and CANOES system established within PATCH, the state would have the means to develop a cadre of vetted and qualified trainers for the State. Currently, the DOH has provided training through small contracts with trainers only available through national model developers since there is no one in Hawaii qualified to provide the training. Through PATCH's participation of its trainers in the CANOES' Professional Development Quality Assurance System, trainers from Hawaii could receive training, qualify through the system, and be available to provide training for home visitors in Hawaii. PATCH has also developed a menu of web-based trainings that can be accessed statewide. This would meet the needs of home visiting programs operating on the neighbor islands. Currently, the DOH sends trainers to the neighbor islands, or covers the costs of participants travelling to Honolulu for the training. The web-based system would also provide the records DOH requires from its contractors to ensure that training requirements are met. This infrastructure within PATCH for the training series, web-based availability, registry and CANOES for professional development is in the State's best interest for home visitor training.

Procuring this service now through competitive means would not be advantageous for the department because other prospective applicants to the procurement would not have the infrastructure and course availability currently developed by PATCH. It would be advantageous for the State to use PATCH so that this professional development stream is strengthened, thereby increasing the pool of early childhood practitioners for the State. Additionally, by contracting with PATCH, the department would be able to meet its grant requirements for collaborating with the early childhood community.

**7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:**

Through the MIECHV grant efforts, home visiting has been established within the early learning community as one of four settings recognized by the early childhood system. (The four settings: Center Based, Family/Friend/Neighbor care, Family Child Interaction Learning, and Home

Visiting) DOH/MIECHV staff met with PATCH and Hawaii Careers with Young Children (HCYC) and reviewed the series of courses currently offered, as well as the trainer registration opportunities within CANOES for training and training not currently offered by PATCH but that will be required for home visitors. It was determined that it was in the best interest of the State/DOH to utilize the system developed within PATCH for our home visiting training needs. The original RFP issued by DHS was reviewed and determined that since the scope of services was specific to child care providers in DHS licensed child care settings; a secondary procurement was not allowable. However based on PATCH's current training series and potential for easily adding on any home visitor specific training not currently offered a decision to move forward with requesting an exemption to contract with PATCH was made. In addition to the availability of existing training classes, it was also determined that using PATCH solidifies our relationship within the early childhood learning community, as sharing our resources and collaborating with existing programs strengthens our programs' ability to provide seamless transitions for home visiting families. Shared competencies supported by training will create career opportunities within the home visiting and the early learning community.

The current training contract which the DOH has is with The Institute for Family Enrichment (TIFFE) and will end in June, 2013. The contract and the training classes, developed through the contract, were initially offered for the home visiting providers the department contracted with at that time. TIFFE has since been absorbed by another non-profit service agency, and the reasons for procuring TIFFE via exemption may no longer exist as the exemption was based on the specific qualified personnel TIFFE employed. Since then, the department has developed the HHVN which includes three (3) other home visiting models. Therefore, the training and classes that will be required has grown with the growth of the network. The department's need for supporting home visitors include some classes and trainings not currently offered by PATCH. However, because PATCH has developed the system and infrastructure for a graduated and systematic offering of classes, adding the required classes either by teaching the classes or through subcontracting with trainers outside of the PATCH system via the registry is advantageous. Because PATCH has the system for vetting and ensuring that trainers meet national model requirements and are professionally qualified, this assures the department that training and classes are valid and of highest quality.

See the attached listing of current home visiting trainings and a sample of PATCH's series of trainings. Additionally the registry that is being built by PATCH speaks to the sustainability of training in Hawaii. Through the continuous growth of this registry, the State will have a menu of training classes and an inventory of qualified trainers to sustain the professional development of child care providers and home visitors.

PE 14-001B