



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

14 MAR 17 AM 11:34

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Office of the Governor, Executive Office on Early Learning
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:
Statewide facilitative services are sought to enhance discussion and planning of the Sequenced Transition to Education in the Public Schools (STEPS) team meetings culminating in a statewide STEPS team conference to be held on May 5, 2014. Recommendations from Good Beginning Alliance (GBA) from past grant opportunities included the goal to form a statewide team that is representative of each community. This team shall assess current transition activities, develop timelines, implement a plan of action to strengthen transition practices for each community then re-evaluate and revise the plan to strive for continuous ongoing improvement. EOEL is proposing to provide the state-level funding to GBA who has the expertise to support schools by strengthening this transition system to help coordinate this process between families, public and private schools and supporting agencies that provide services to families.

2. Vendor/Contractor/Service Provider: Good Beginnings Alliance (GBA)		3. Amount of Request: \$ 32,000
4. Term of Contract From: Mar-14	To: 30-Jun-14	5. Prior SPO-007, Procurement Exemption (PE): N/A

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
It is not practical nor advantageous due to time limitations to procure this professional service competitively. Good Beginnings Alliance (GBA) had received funding through an Early Learning Opportunities Act (ELOA) in 2002 to conduct national and local research and develop resource materials, training and policy recommendations. Additionally, GBA was also awarded a previous contract which has since expired, focusing on child care advocacy and facilitation services. Currently, the advocacy services are no longer needed. GBA is the most knowledgeable and skilled agency because they have the expertise and infrastructure to continue to facilitate the statewide STEPs team efforts as well as to inform EOEL on policy recommendations regarding the transition of children and families to kindergarten for the State of Hawaii.

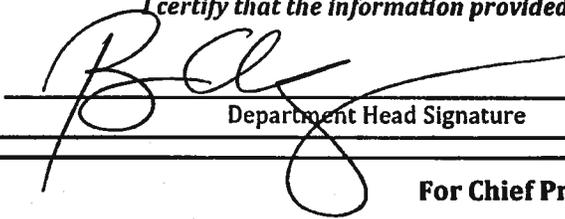
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
Due to the ongoing efforts of GBA as well as their continued partnerships with EOEL, GBA stands out as the lead agency that has the expertise and capabilities to lead statewide facilitation efforts as a continuation of the previously held contract with DHS. GBA also has the ability and past experience to facilitate, plan and implement a high quality statewide STEP conference.

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
Deanne Goya	Office of the Governor Executive Office on Early Learning	586-0105	deanne.goya@hawaii.gov
Allicyn Tasaka	Office of the Governor Director of Operations	586-0130	allicyn.h.tasaka@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

Date 3/17/14

For Chief Procurement Officer Use Only

Date Notice Posted: 3.17.14

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

Chief Procurement Officer (CPO) Comments:

Approval is granted with the understanding that the department has determined that it would not be advantageous to procure for facilitative services for the Sequenced Transition to Education in the Public Schools (STEPS) meetings and team conference due to time constraints and the experience, expertise, and infrastructure required to perform such services. This approval is for the amount of \$32,000 and is for the period of 3/17/14 - 6/30/14.

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 Donn Tsuruda-Kashiwabara at 586-0565, or donna.tsuruda-kashiwabara@hawaii.gov.

Approved

Disapproved

No Action Required



 Chief Procurement Officer Signature

3/2/14
 Date