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# STATE PROCUREMENT OFFICE NOTICE OF AND REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

- 1. TO: Chief Procurement Officer
- 2. FROM: DOH/CHD/CDMCB/TPEP

Department/Division/Agency

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

3. Description of goods, services or construction:  
 Various projects based on one or more of the CDC recommended strategies: 1) community program interventions; 2) policies and regulations; 3) media and counter-marketing; 4) surveillance and evaluation. Model plans include social norms projects at community colleges which include surveys, media components, and evaluation; the development of DVDs to promote brief tobacco cessation interventions in the business community and inform residents and visitors about smoke-free recreational sites; and implementing workshops addressing voluntary smoke-free policies in multi-unit housing or strategies to reach disparately-affected populations.

Community coalition projects planned and implemented by the East Hawai'i, West Hawai'i, Kaua'i, Maui, Moloka'i, and Oahu Tobacco Control Coalitions specifically address the long term tobacco control priority areas: 1) preventing initiation among youth; 2) promoting tobacco cessation among adults and youth; 3) elimating exposure to secondhand smoke; 4) eliminating disparities among populations; 5) building and enhancing community capacity; 6) reducing tobacco industry influence.

4. Name of Vendor: Coalition for a Tobacco-Free Hawai'i Address: 1500 S Beretania St #309 Honolulu, HI 96826	5. Price: \$35,000.00
6. Term of Contract: From: 10/01/08 To: 9/30/09	7. Prior Exemption Ref. No. 0

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:  
 See attached

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:  
 Contact possible organizations who are capable of coordinating community-based tobacco control projects throughout the state.  
 Evaluate responses from potential vendors based on their stated capability to provide statewide coordination within parameters specified in federal grant (budgetary, timeframe, etc.)  
 Vendor is selected.  
 Vendor is notified of selection.

**REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)**

10. A description of the agency's internal controls and approval requirements for the exempted procurement:  
 Statewide Coalition Coordinator will provide oversight, design the protocol for project creation, appoint a review panel to approve each community coalition project, determine funding level, provide technical assistance, and work with CTFH Deputy Director in the dissemination of project funds and evaluation of completed project.

12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:

Name	Position	Involvement in Process	
Chihome Leinaala Fukino	Director, DOH	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Barbara Yamashita	Chief, CHD	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Danette Wong Tomiyasu	Chief, CDMCB <i>DWP</i>	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Julian Lipsher	Program Manager, TPEP <i>ML</i>	<input checked="" type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Tina Vidinha	Office Assistant III, TPEP <i>TV</i>	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Sheldon Higa	Account Clerk II, TPEP <i>S.H.</i>	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration

13. Direct inquiries to: Department: Health/CHD/CDMCB/TPEP  
 Contact Name: Lila Johnson *LJ*  
 Phone Number: 586-8251  
 Fax Number: 586-8252

Agency shall ensure adherence to applicable administrative and statutory requirements

14. *I certify that the information provided above is, to the best of my knowledge, true and correct.*

*for Lila Johnson*  
 Department Head Chihome Leinaala Fukino, M.D. Date SEP 29 2008

**Reserved for SPO Use Only**

15. Date Notice Posted 10/03/08

The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer  
 State Procurement Office  
 P.O. Box 119  
 Honolulu, Hawaii 96810-0119

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

Chief Procurement Officer's comments:

HRS Chapter 103D provides various procurement processes that are designed to insure open competition and that all potential providers are afforded the opportunity to compete for the required services. Because the subject expenditure is less than \$50,000, follow the small purchase requirements of Procurement Circular 2006-07, Amendment 1, to make an award for the required services.

16.

APPROVED

DISAPPROVED

NO ACTION REQUIRED

Anna S. Fyler 10/19/08  
Chief Procurement Officer Date

The Coalition for a Tobacco-Free Hawai'i (CTFH) has a statewide reach and is not limited to one island or geographical area. It is the only non-profit that is willing to provide coordination for the entire aggregate of the community tobacco coalitions in implementing the tobacco control projects. Several organizations and agencies have been solicited to provide the coordination service. All but the CTFH declined. It is neither practicable nor advantageous to the State to procure competitively among smaller individual organizations because of the extra time and extra costs involved along with the lack of assurance of a better outcome.

The American Cancer Society, the American Lung Association, the American Heart Association, as well as Community Links and the Rural Health Association have declined the coordination role in facilitating the community coalition projects. Other agencies have been solicited and have declined to provide coordination for the aggregate of tobacco coalitions.