

STATE OF HAWAII
NOTICE OF AND REQUEST FOR EXEMPTION
FROM CHAPTER 103F, HRS

'07 APR 11 P4:47

ADMINISTRATION
OF THE PROCUREMENT OFFICE
STATE OF HAWAII

To: Chief Procurement Officer

From: Health/Tobacco Settlement Project/NEN
Department/Division/Branch or Office

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

1. Title and description of health and human service(s): The Healthy Hawaii Initiative (HHI) Nutrition Education Network (NEN) - Food Stamp Nutrition Education (FSNE) program wishes to contract with community/non-government agencies to provide nutrition education to the Food Stamp eligible population and participate in the FSNE reimbursement benefit program to obtain expanded funding.
2. Provider Name and Address: Community/Non-government agencies
3. Total Contract Funds: Contract Funds per Year (if applicable):
4. Reference number of Previous Request for this Service (if applicable):
5. Term of Contract: Start: End:
6. Describe how procurement by competitive means is either not practicable or not advantageous to the State: The HHI NEN FSNE program qualifies for exemption under HRS3-141-503(b)(2) because acceptance to participate in the reimbursement program is open and not based on competitive means. Any organization and agency may contract to participate in this federal reimbursement program as long as they meet the mandates of the FSNE federal program and are aligned with State goals and objectives for promotion of healthy eating behavior and physically active lifestyles. In addition, FSNE requires that organizations/agencies: (A) target only the population that is eligible to receive FSNE; (B) meet certain requirements before they are qualified to receive federal reimbursement funds for the nutrition education provided per the USDA annually published FSNE Plan Guidance; and (C) the amount allowed for receipt of reimbursement funds is dictated by specific allowable and not allowable costs rules under FSNE rules and federal laws.
7. Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable: HHI NEN issued an RFI through the state procurement system on December 22, 2006 requesting information on programs existing in the State of Hawaii which meet FSNE requirements. The two organizations that responded have been invited to participate in claiming benefits from the FSNE program.

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8. Describe the state agency's internal controls and approval requirements for the exempted procurement: All programs which meet the FSNE Plan Guidance are invited to participate and claim reimbursement benefits under FSNE as long as they are aligned with the state public health goals and objectives of the DOH and HHI. Those programs not aligned will be provided consultation and guidance from NEN in the development of nutrition education programs. If an agency/organization does not meet the goals and framework of HHI NEN, they may be asked to defer participation until the program is in alignment.
9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract: Dr. Chiyome Fukino, Director of Health - Approval Lola H. Irvin, Tobacco Settlement Project Manager - Approval and Administration Tina Tamai, NEN Coordinator, Administration
10. Direct questions to (name & position): Tina Tamai, NEN Coordinator Phone number: 586-4482 e-mail address: tina.tamai@doh.hawaii.gov

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



Department Head Signature

APR - 9 2007

Date

Typed Name

NOTICE

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 10 of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

FOR CHIEF PROCUREMENT OFFICER USE ONLY

Chief Procurement Officer's Comments:

Withdrawn by department and resubmitted as PEH No. 07-32A.

APPROVED DISAPPROVED NO ACTION



Chief Procurement Officer Signature

5/10/07

Date

Please ensure adherence to applicable administrative requirements.