

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

To: Chief Procurement Officer

07 JUN 14 P6:21

From: Dept. of Health / Community Health Division / Public Health Nursing Branch
Department/Division/Branch or Office

ADMINISTRATION
 STATE PROCUREMENT OFFICE

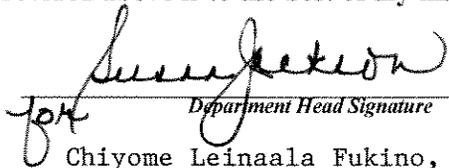
Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

1.	Title and description of health and human service(s):	
	<p>Skilled Nursing Services for Medically Fragile Students in the Public Schools. The Department of Health (DOH), Community Health Division (CHD), Public Health Nursing Branch (PHNB) has a Memorandum of Agreement with the Department of Education (DOE) for PHNB to provide skilled nursing services to eligible students with complex, medically fragile conditions attending the public schools. The PHNB currently has a contract with BCP, Inc. (dba Nursefinders of Hawaii) to provide skilled nursing services statewide, where and when PHNB is unable to provide these services. Medically fragile students attending public schools in remote, geographically isolated areas of Hawaii and Maui that are not served by PHNB or Nursefinders require the skilled nursing services that allow them to attend school every day.</p>	
2.	Provider Name and Address:	CareResource Hawaii 680 Iwilei Rd.#660 Honolulu, Hawaii 96817
3.	Total Contract Funds:	\$25,000
	Contract Funds per Year (if applicable):	N/A
4.	Reference number of Previous Request for this Service (if applicable):	06-57
5.	Term of Contract:	Start: 07/01/07 End: 6/30/08
6.	<p>Describe how procurement by competitive means is either not practicable or not advantageous to the State: Procurement by competitive means is not practicable for the situations mentioned above due to the remote locations of the schools where skilled nursing services are required. In order for the state to be in compliance with the Individuals with Disabilities Education Act (IDEA) Part B, providing these services is a critical component in allowing affected students to attend school.</p>	
7.	<p>Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable: Prior to the request for exemption, the PHNB contacted all available providers of skilled nursing services in the area for hourly quotes for RPNs and LPNs. All providers except CareResource Hawaii indicated that they could not provide services in these locations due to the isolation of the schools, and lack of resources in the area.</p>	

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8.	Describe the state agency's internal controls and approval requirements for the exempted procurement: The Nurse Supervisor for each area school reviews each time sheet and verifies correctness. Time sheets are sent to the service provider, who sends an invoice with a copy of each time sheet to PHNB for collection. The Account Clerk III reviews each time sheet for proper endorsement, hours, and rates, and compares it with the invoice. If all aspects of the time sheets and invoices are correct, the Branch Chief approves, and the invoice is sent to the Administrative Services Office (ASO), Pre-audit, for payment.
9.	List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract: Wayne Kotaki, Public Health Administrative Officer; Judith Akamine, Public Health Nursing Supervisor, Hawaii Section; Ruth Ota, Chief, PHNB; Barbara Yamashita, Chief, CHD; Morgan Barrett, MD., Deputy Director, Health Resources Administration; Ann Kinningham, Chief, ASO; Susan Jackson, Deputy Director of Health; and Chiyome Leinaala Fukino, M.D., Director of Health
10.	Direct questions to (name & position): Ruth Ota, Chief PHNB Phone number: 586-4619 e-mail address: rkota@doh.hawaii.gov

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



 Department Head Signature
 Chiyome Leinaala Fukino, M.D.

 Typed Name

JUN 12 2007

 Date

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:

APPROVED
 DISAPPROVED
 NO ACTION



 Chief Procurement Officer Signature

6/27/07

 Date

Please ensure adherence to applicable administrative requirements.