

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

To: Chief Procurement Officer

'07 NOV 21 3:57

From: Department of Health/Communicable Disease/Hansen's Disease Branch
Department/Division/Branch or Office

ADMINISTRATION
 GENERAL 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): Short term Registered Nursing and Licensed Practical Nursing Services for the Kalaupapa Nursing Facility in Kalaupapa on the island of Molokai.	
2.	Provider Name and Address:	See attached.
3.	Total Contract Funds: Contract Funds per Year (if applicable):	\$83,000
4.	Reference number of Previous Request for this Service (if applicable):	
5.	Term of Contract:	Start: Upon Approval Contract period to run six months. End date determined by approval date. End:
6.	Describe how procurement by competitive means is either not practicable or not advantageous to the State: The Kalaupapa Nursing Facility is currently staffed with only two staff Registered Nurses (RN's) out of the six RN positions assigned to the facility. Two staff resigned, one recently went on extended medical leave, and a fourth has recently been afflicted with an acute illness. The two vacant positions have been in recruitment since March and May of 2007, however, due to the remoteness and restrictions on residency/visitation in Kalaupapa, it has been difficult to fill the positions. The one vacant LPN position has been in recruitment since June 2002. The program attempted to use the Treatment List of Providers, however, none of the agencies listed were able to provide general medical nursing services for Kalaupapa. The program plans to procure services through competitive purchase of service (103F). Anticipating that the 103F process will take approximately six months before a contract is executed, the program is requesting an exemption so that services may be procured immediately.	
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: Providers will be selected based on availability and cost.	

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8. Describe the state agency's internal controls and approval requirements for the exempted procurement: There is an expectation for management adherence to the procurement rules; there is a separation of duties in processing the payment of invoices; services will be procured and payments will be made only upon authorization from the Branch PHAO or Branch Chief, and all purchases will be documented.
9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract: 1. Baron Chan, Public Health Administrative Officer; 2. Michael Maruyama, HD Branch Chief; 3. Carol Franko, Kalaupapa Nursing Supervisor
10. Direct questions to (name & position): Baron Chan, PHAO Phone number: (808) 733-9831 e-mail address: baron.chan@doh.hawaii.gov

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



Department Head Signature

NOV 16 2007

Date

Chiyome L. Fukino, MD

Typed Name

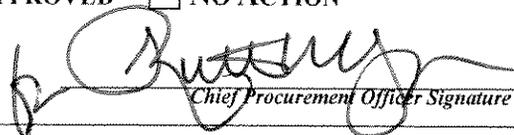
NOTICE

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:

APPROVED **DISAPPROVED** **NO ACTION**



Chief Procurement Officer Signature

12/4/07

Date

Please ensure adherence to applicable administrative requirements.

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2. Provider Name and Address:

Kahu Malama Nurses, Inc.
1357 Kapiolani Blvd, Suite 850
Honolulu, HI 96814

Altres
967 Kapiolani Blvd
Honolulu, HI 96814

AMN Healthcare
12400 High Bluff Drive
San Diego, CA 92130

Other interested vendors who are able and willing to provide services to Kalaupapa may be added as they are identified.