

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

05 FEB -6 10:11

To: Chief Procurement Officer

From: Department of Health, Alcohol and Drug Abuse Division  
*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): Hawaii Access to Recovery (ATR) Services. The ATR grant project will provide recovery support services to Department of Human Services-Child Welfare Services (CWS) Clients (Formal and Voluntary Cases) on the island of Oahu. The purpose of this initiative is to provide services to support CWS clients in treatment and in recovery to successfully maintain their sobriety and to minimize further involvement in the CWS system. Recovery support services include, but not limited to: housing, parenting, child care, transportation, spritual counseling, cultural healing practices, employment, and skill building.	
2.	Provider Name and Address:	Multiple vendors interested in providing various recovery support services on the island of Oahu, obtained from a request for qualification type process.
3.	Total Contract Funds: Contract Funds per Year (if applicable):	\$6,600,000 \$2,200,000
4.	Reference number of Previous Request for this Service (if applicable):	
5.	Term of Contract:	Start: Upon Approval End: 9/29/10
6.	Describe how procurement by competitive means is either not practicable or not advantageous to the State: It is not feasible to procure these services because of the following specific ATR grant requirements: 1) No Contracting Allowed- States are not allowed to contract with agencies to provide recovery support services; 2) Client Choice Required- States must ensure that CWS involved families are able to choose from various qualified recovery support services in their community; and 3) Building a Robust Service List- States are required to develop and maintain recovery support services list that are flexible enough to add qualified service vendors on an on-going and regular basis to ensure that client choice is maintained. As some of the services may be areas that have not been traditionally procured by the public sector, such as spritual counseling and cultural healing practices, the state anticipates that initially a limited number of qualified service vendors will be open to participate in this effort. It is important that the state have the ability throughout the three year grant period to add new vendors and remove problematic vendors quickly and frequently in order to maintain the choice requirement of this grant.	
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: The ADAD in accordance with the ATR grant requirements will clearly articulate the various qualifying factors for the various support services in order to ensure quality services are provided to participants in the ATR project. ADAD will, in service areas that are licensed, certified or regulated by government entities, rely on the vendors good standing and compliance with these agencies as the primary basis to determine their qualification (child care, transportation, and housing). In areas that are not regulated or licensed by a government entity (spiritual counseling and cultural healing practices).	

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ADAD will establish qualifying factors based on standard clinic practices, available best practices or science based practices, or self-identified community or field practitioner standards. ADAD will not determine a ranking of qualified vendors, but merely determine if the interested vendors meet the stated qualifications and are interested in working with the targeted population. Efforts will be made to assess and qualify as many interested vendor as possible and to build the service list in order to ensure that CWS involved individuals can choose from a range of recovery support services on Oahu. ADAD anticipates launching "Request for Qualification" type of sessions on Oahu in order to initially build the service list as quickly as possible. On-going smaller more targeted sessions will be held throughout the duration of the federal grant project in order to maintain a current and resource rich listing.

8. Describe the state agency's internal controls and approval requirements for the exempted procurement:  
 The ADAD in accordance with the ATR grant requirements will be working exclusively with individuals involved in the DHS-CWS system who are actively engaged in substance abuse treatment services or have recently completed treatment and are in recovery. DHS case managers, ADAD ATR staff, along with contracted services providers will ensure that only eligible individuals involved with the CWS system will have access to these recovery support services. The ATR grant also supports three positions (Service Developer, Quality Assurance Officer, and Accountant) that will assist in the operationalization of this grant. The Service Developer will be directly responsible for ensuring that the service procurement process is maintained, as detailed in the request for exemption, and will continue to provide a fair, open and clear process that ensures that all qualified vendors are added to the service list. The quality assurance officer will assist in ensuring that the service vendors are providing necessary service delivery data required by the grant and to confirm that services are provided as stated in the vendor service agreements. The grant accountant will ensure that payment procedures are followed, claims are paid in a timely manner as well as perform routine financial monitoring and audits of service vendors.

9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:  
 Keith Yamamoto, Department of Health-Alcohol and Drug Abuse Division, Division Chief; Margaret Tom, Department of Health-Alcohol and Drug Abuse Division, Community and Consultative Services Branch Administrator; ATR Project Director Hiring Pending).

10. Direct questions to (name & position):	Keith Y. Yamamoto, Division Chief
Phone number:	808-692-7507
e-mail address:	keith.yamamoto@doh.hawaii.gov

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

 <hr style="width: 100%;"/> Department Head Signature	2/15/08 <hr style="width: 100%;"/> Date
for Chiyome Leinaala Fukino, M.D. <hr style="width: 100%;"/> Typed Name	

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**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

  
\_\_\_\_\_  
Date

Please ensure adherence to applicable administrative requirements.