STATE OF HAWAII

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

10MAR'09 AM 10:58 SPO-PA

To: Chief Procurement Officer

From: Department of Human Services/Social Services Division/Support Services Office
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 Hawaii Substance Abuse Treatment Support Services is funded with Federal Title IV-B2 money and the contract was awarded to the Big Island Substance Abuse Council (BISAC). The service provides family support and preservation to achieve safe, nurturing, permanent families for children. Service activities include: Developmental screenings, Linkage to community services, Parenting classes, Parent-child interactions, Therapeutic nursery/mental health services for children, and Extended family sessions.		
2. Provider Name and Address:		Big Island Substance Abuse Council 234 Waianuenue Ave., Ste 104 Hilo, HI 96720
3. Total Contract Funds:		$271,746
Contract Funds per Year (if applicable):		$0
4. Reference number of Previous Request for this Service (if applicable):		
5. Term of Contract:	Start:	7/01/2009
	End:	6/30/10

6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:

This contract will expire on 6/30/09 and will be procured by competitive means, but it is not practical or advantageous to the State to procure this contract to begin in July 2009. We are requesting an extension of the present contract to no later than June 2010 to ensure that we incorporate the findings of the Child and Family Services Review (CFSR) scheduled for June 1-5, 2009 and the CWS Program Improvement Plan (PIP). Our requested timeline is based on the following:

1. June 2009 - CFSR held
2. August 2009 - Final CFSR Report due from Federal Administration for Children and Families (ACF)
3. September 2009 - Hawaii Program Improvement Plan submitted to ACF
4. October 2009 - January 2010 RFP's developed to incorporate review findings and requirements into POS contracts.
5. January 2010 Procurement notice sent, RFI's held
6. July 2010 Service begins.

We are requesting the extension for this health and human service contract because, subsequent to the last CFSR in 2004 we found it necessary to make a large number of contract amendments to exisiting contracts to implement new service components to meet federal required corrective actions as quickly as possible. The short two-year timeframe for completion of our PIP did not allow for an extended procurement timeframe, or we would have jeopardized successful completion of required corrective actions, which, if not completed successfully would have resulted in penalties of over $2,000,000 or more.

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 provider for the service was initially selected through a competitive selection process with RFP # HMS 301-53. During this interim period we will be using the same provider that was intitially selected as a result of the selective process, conducted in accordance with procurement requirements. There will be no alternate providers or changes in the contracts we presently have in place.

When the results of the Child and Family Services Review are available, Child Welfare Services will make any modifications to the Requests for Proposals that are deemed necessary to achieve compliance with Federal requirements and our Program Improvement Plan, depending on the findings of the review, and procure the amended services through the competitive selection process.

8. Describe the state agency's internal controls and approval requirements for the exempted procurement:

The Department of Human Services, Purchase of Service Unit (POS) has direct responsibility over the contract. BISAC is required to submit quarterly activity and expenditure reports to the POS unit for review.

9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Suzanne Hull, Program Specialist
Rex Shilo, Program Specialist
Laura Giddings, Program Specialist
Jacob Heffernan, POS Supervisor
Randy Fonseca, Federal Revenue and Program Support Administrator
Marquis Miyauchi, Support Service Office Administrator
Lillian B. Koller, Director, Department of Human Services

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10. Direct questions to (name & position):	Jacob K. Heffernan Purchase of Services Supervisor DHS/SSD
Phone number:	586-5664
e-mail address:	jheffernan@dhs.hawaii.gov

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

Department Head Signature — *Date* 03/05/09

Lillian B. Koller
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 — *Date* 4/8/09

Please ensure adherence to applicable administrative requirements.

SPO-H 150 (Rev. 9/06)

PEH No. 09-28