

STATE OF HAWAII
 NOTICE OF AND REQUEST FOR EXEMPTION ⁰⁹ JUL -1 P2:03
 FROM CHAPTER 103F, HRS

STATE PROCUREMENT OFFICE
 STATE OF HAWAII

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):	
	Substance Use Assessment and Monitoring System (SAAMS) to provide a consolidated and enhanced substance abuse assessment and monitoring system which will assist the Department to ensure safety of children, make informed permanency decisions, and enhance monitoring of child and family well-being and service compliance. Service are statewide and activities include: intake through DHS worker, assessment, monitoring, testing of illicit substances.	
2.	Provider Name and Address:	Hope, Help, and Healing Kauai (HHHK) P.O. Box 662227 Lihue, HI 96766
3.	Total Contract Funds:	\$30,000
	Contract Funds per Year (if applicable):	\$30,000
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 service was competitively procured under RFP #301-42. The selected provider terminated their contract prematurely before June 30, 2009, the end of the contract period. Pursuant to HAR 3-143-505, HHHK was subsequently selected as the substitute provider. DHS requests that the HHHK contract be extended from July 1, 2009 through June 30, 2010 for the following reason: There are a total of five SAAMS contracts including this one which currently service the targeted population statewide. The other four contracts expire 6/30/2010 and procurement for these four contracts will begin November 2009. However, we anticipate making major programmatic changes to the service specifications for all five SAAMS contracts including the HHHK contract. To ensure consistent and thorough service delivery for this target population in all service locations statewide, we consider it essential that the HHHK contract be procured at the same time as the other four and that all five contracts run concurrently.	

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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: HHHK was selected as the substitute provider pursuant to HAR 3-143-505, after the current provider (who was the sole applicant to the competitive procurement) terminated their contract prematurely. It was not practical to initiate another procurement due to the immediate urgent necessity to continue the service without a lapse. A comprehensive search of the island resulted in our determination that HHHK was the only qualified provider who could immediately step in to provide the service competently and in accordance with our requirements and standards.	
8.	Describe the state agency's internal controls and approval requirements for the exempted procurement: The DHS RFP #301-42 ensures the proper quality, integrity and maintenance of the HHHK contract.	
9.	List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract: Rex Shilo, Program Specialist Jacob Heffernan, POS Supervisor Randy Fonseca, Federal Revenue and Program Support Administrator Amy Tsark, Administrator Lillian B. Koller, Director, Department of Human Services	
10.	Direct questions to (name & position): Phone number: e-mail address:	Rex Shilo Program Specialist DHS/SSD 586-5672 rshilo@dhs.hawaii.gov

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



Department Head Signature

06/30/09

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:

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APPROVED DISAPPROVED NO ACTION



Chief Procurement Officer Signature

7/10/09

Date

Please ensure adherence to applicable administrative requirements.