

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

09 DEC -9 A8:58

STATE PROCUREMENT OFFICE
STATE OF HAWAII

To: Chief Procurement Officer

From: Department of Human Services/Employment & Training Program
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:

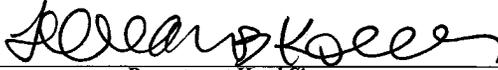
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|---|---|
| 1. Title and description of health and human service(s): | |
| | The Department of Human Services seeks to provide intensive case management services known as the Upfront Universal Engagement (UFUE) Program to TANF eligible clients in Hilo, in order to assist them in obtaining paid employment and transition off TANF assistance. Services to be provided include job readiness preparation, job search/employment assistance as well as support services delivery such as child care, transportation and work-related expenses, to assist program participants to find and retain employment. |
| 2. Provider Name and Address: | Goodwill Industries of Hawaii Inc. 2610 Kilihau Street Honolulu, HI 96819 |
| 3. Total Contract Funds: Contract Funds per Year (if applicable): | \$137,000 |
| 4. Reference number of Previous Request for this Service (if applicable): | 09-01; 09-18; 09-38 |
| 5. Term of Contract: | Start: 01/01/10 End: 3/31/10 |

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6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:
Request for Exemption, PEH-09-01, was submitted and approved to allow Goodwill Industries to continue providing the above services in Hilo for the period 10/01/2008 through 12/31/2009.
- Request for Exemption, PEH 09-18, was submitted and approved to allow Goodwill Industries to continue providing the above services in Hilo for the period 01/01/09 through 06/30/09.
- Request for Exemption, PEH 09-38, was submitted and approved to allow Goodwill Industries to continue providing the above services in Hilo for the period 07/01/2009 through 12/31/2009.
- On 05/20/2009, RFP HMS-903-09-07-S was issued to re-procure the above services statewide. The notice of statement and findings was issued on 08/27/09 with the intent to begin the new contract period on 10/01/2009.
- Upon review of the contract, the providers expressed concerns about the Compensation and Payment structure. Because payments are based on a cost-reimbursement and performance-based structure, the providers requested revisions to the contract language to further clarify the conditions under which each type of payment will be made.
- The Department's Deputy Attorney General also requested additional revisions to the Compensation and Payment contract language to further clarify the conditions under which each type of payment will be made.
- As a result of revising the contract to address the concerns of the providers and the Deputy Attorney General, the contract was not executed in time to begin services on 10/01/2009. The revised contract is currently being reviewed by the providers.
- The Department intends to execute the contract by 01/01/2010 and is pursuing this exemption request to allow both the current and new providers a reasonable amount of time to transition the existing clients without interrupting services.
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:
Goodwill Industries of Hawaii is the current service provider of the UFUE program in Hilo and has the infrastructure and program knowledge necessary to continue providing uninterrupted services.
8. Describe the state agency's internal controls and approval requirements for the exempted procurement:
The contract will be monitored by the Benefit, Employment and Support Services Division (BESSD), Employment and Training Program Office (ETPO). Goodwill Industries will also submit to ETPO on a monthly basis, an expenditure report and statistics on clients served.
- Goodwill will continue providing services in accordance with the existing contract, DHS-05-BESSD-2137
9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:
Scott Nakasone, Acting ETPO Administrator
Catherine Dela Cruz, Program Specialist
10. Direct questions to (name & position): Catherine Dela Cruz
Phone number: 586-7095
e-mail address: cdelacruz@dhs.hawaii.gov

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


Department Head Signature

DEC 07 2009

Date

Lillian B. Koller

Typed Name

PR #125109

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.

Chief Procurement Officer's Comments:

APPROVED DISAPPROVED NO ACTION


Chief Procurement Officer Signature

12/30/09

Date

Please ensure adherence to applicable administrative requirements.