STATE OF HAWAII

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

10 DEC 21 P2:21

STATE PROCUREMENT OFFICE
STATE OF HAWAII

To: Chief Procurement Officer

From: Department of Human Services/BESSD/ETPO
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 Department of Human Services has contracted with qualified vendors to provide urinalysis testing and adult substance abuse case management and treatment services as needed for eligible recipients of Temporary Assistance for Needy Families (TANF) and General Assistance (GA) with identified substance abuse issues and give them opportunities to transition from welfare to work. The term TANF also applies to families whose TANF applications are approved under state-funded benefits known as Temporary Assistance to Other Needy Families (TAONF). The Division will ensure that available substance abuse resources are utilized in the most effective and efficient manner possible. TANF adults also receiving Child Welfare services will also be allowed to participate in treatment services under this contract.

These TANF and GA recipients will be engaged in a work program referred to as First-to-Work Vocational Rehabilitation (FTW-VR) while receiving treatment services in order to assist clients in maximizing their resources as they address their barriers to self-sufficiency.

BESSD's goal is to prevent or reduce the severity and disabling effects related to alcohol and other drug use, abuse and dependence by assuring an effective, accessible public and private community-based system of prevention strategies and treatment services designed to empower individuals to make health-enhancing choices regarding the use of alcohol and other drugs and move them towards work and self-sufficiency.

2. Provider Name and Address: Aloha House, Inc.
720 North King Street
Honolulu, HI 96817

3. Total Contract Funds: $10,560

Contract Funds per Year (if applicable):

4. Reference number of Previous Request for this Service (if applicable):

5. Term of Contract: Start: 1/1/11

End: ~~6/30/11~~ 4/30/11

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

This contract had been procured via HMS 903-07-01-S and awarded to Aloha House, Inc. for services within Maui County for TANF recipients and TANF eligible adults receiving services through Child Welfare Services. The contract had been executed for contract period October 1, 2010 through December 31, 2010. These services are currently under procurement through RFP HMS 903-11-02-S. The Department is asking for an extension for a six month period (January 1, 2011 - June 30, 2011). The procurement and contracting will be completed with a new contract to start prior to the end of the six month period. It would be in the best interest of the State to extend the contract period in order to prevent a break in services.

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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: These services are currently under competitive procurement under RFP HMS 903-11-02-S.
8.	Describe the state agency's internal controls and approval requirements for the exempted procurement: The contract would follow all applicable rules according to HMS 903-07-01-S and all existing DHS policies and procedures as defined within the RFP and contract.
9.	List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract: Edwin Igarashi, Acting Director Pankaj Bhanot, Division Administrator (BESSD) Scott Nakasone, Employment and Training Acting Administrator U'ilani Hayes, Program Specialist
10.	Direct questions to (name & position): U'ilani Hayes, Program Specialist Phone number: 808-586-7088 e-mail address: ghayes@dhs.hawaii.gov

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

Pankaj Bhanot 12/27/10
Department Head Signature *Date*

Edwin Igarashi
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.

Chief Procurement Officer's Comments:

This request identifies Mr. Edwin Igarashi, Mr. Pankaj Bhanot, Mr. Scott Nakasone, and Ms. U'ilani Hayes as participants in this procurement. Although no written delegated procurement authority is required for a *Request for Exemption from Chapter 103F, HRS*, in conversation with Ms. Hayes, she has completed the required training for exempt procurements, Mr. Igarashi is the fiscal staff and does not participate in the procurement of this service, Mr. Bhanot is no longer within the office of BESSD as he is now the Deputy Director for the department and Mr. Nakasone has not attended the exemption procurement training. As a reminder, Mr. Nakasone cannot participate in procurement activities until the requirements of Procurement Delegation No. 2010-01 and Procurement Circular No. 2010-05 have been met, as appropriate. This request is conditioned on the above and is approved for a 4-month period, 01/01/11 to 04/30/11, or the commencement date indicated on the notice to proceed, whichever occurs first. This award is required to be posted on the Awards Reporting System.

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☒ APPROVED ☐ DISAPPROVED ☐ NO ACTION

Chief Procurement Officer Signature 1/20/2011 Date

Please ensure adherence to applicable administrative requirements.