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STATE OF HAWAII

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

STATE PROCUREMENT OFFICE
TO STATE OF HAWAII
Chief Procurement Officer

From: Department of Human Services, BESSD, Homeless Program Office (HPO)
Department/Division/Branch or Office

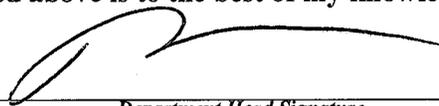
Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

1. Title and description of health and human service(s): Housing Opportunities for Persons with AIDS (HOPWA) is a federal program administered by the Federal Housing and Urban Development specifically to provide persons with HIV/AIDS with services to achieve housing stability and resources to obtain market rentals.		
2. Provider Name and Address:	Various	
3. Total Contract Funds:	\$692,028	
Contract Funds per Year (if applicable):	\$173,007	
4. Reference number of Previous Request for this Service (if applicable):		
5. Term of Contract:	Start: 7/01/2011 End: 6/30/15	Initial Contract Term: July 1, 2011 to June 30, 2012 with the possibility of three (3) twelve (12) month extensions.
6. Describe how procurement by competitive means is either not practicable or not advantageous to the State: Housing Opportunities for Persons with AIDS (HOPWA) is a federal program administered by the Federal Housing and Urban Development specifically to provide persons with HIV/AIDS with services to achieve housing stability and resources to obtain market rentals. The Department of Human Services receives HOPWA funds on behalf of the three rural counties of Maui, Kauai, and Hawaii. Hence, the Department is seeking information for HOPWA funding targeting the provision of tenant-based rental assistance, short-term rental, mortgage and utility payments; permanent housing placement, and supportive services specifically for eligible residents in the counties of Maui, Kauai, and Hawaii. The formula funding is only available upon the Housing and Urban Development's (HUD) approval of the State's Consolidated Action Plan, wherein the State must identify the intended uses of the funding and the outcomes that will further HUD's goals as set forth for the Housing Opportunities for Persons with AIDS Program.		
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 HOPWA Program is an ongoing program based on the availability of Federal funds. BESSD/HPO will render providers eligible by inviting them to participate in the HOPWA Program through the Request For Information (RFI) process. An RFI will be posted for FFY 2011 to solicit qualifying agencies to submit information regarding their program and how their program would fulfill the intent and objectives of the HOPWA Program within the eligible geographic area of the three rural counties.		

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<p>8. Describe the state agency's internal controls and approval requirements for the exempted procurement: BESSD/HPO staff will review the proposals submitted for eligibility, appropriate cost allocations, and for compliance with the HUD priorities. The proposals selected for inclusion will also need to fall within the formula amount available for the rural counties for services to be provided within the counties. The list of providers selected for funding must be approved by the rural county Continuum of Care which includes representation from each County government and each County nonprofit member. The list of selected service providers will then be submitted in the State's Annual Consolidated Plan for HUD approval. BESSD/HPO staff will then contract with the shelters to provide reimbursement for services provided. Staff provides technical assistance and monitoring on the use of HUD funds. All funded agencies are required to provide an annual report to the State on outcomes identified in their proposal. The outcomes are consolidated by the State and submitted to HUD in a Consolidated Annual Performance Report which is required in order to qualify for future HOPWA formula allocations.</p>	
<p>9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract: Sandra Miyoshi, Homeless Program Administrator and Kim Arista, Program Specialist will be involved in the approval process and administrations of the contract.</p>	
<p>10. Direct questions to (name & position):</p>	<p>Kim Arista, Program Specialist</p>
<p>Phone number:</p>	<p>(808) 586-7090</p>
<p>e-mail address:</p>	<p>karista@dhs.hawaii.gov</p>

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

 _____ <i>Department Head Signature</i>	<u> MAY 31 2011 </u> _____ <i>Date</i>
<u> Patricia McManaman </u> _____ <i>Typed Name</i> 	

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
<p>Chief Procurement Officer's Comments:</p> <p>Request has been withdrawn by the department.</p>
<p><input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED <input checked="" type="checkbox"/> NO ACTION</p>

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NAR

Alvin. F. [Signature]

Chief Procurement Officer Signature

6/16/2011

Date

Please ensure adherence to applicable administrative requirements.