

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

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STATE PROCUREMENT OFFICE
 STATE OF HAWAII

To: Chief Procurement Officer

From: Hawaii Department of Health, STD/AIDS Prevention Branch
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:

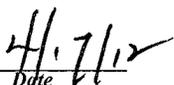
1.	Title and description of health and human service(s):	
	HIV/AIDS Housing Assistance Services Statewide. These services assist persons living with HIV who are homeless or at risk of homelessness to obtain temporary and/or longer term housing. Depending on client needs this can involve housing services in a group home with extensive support services or assistance to stay in or move into basic housing. HIV housing is critical to allow persons with HIV to access HIV care and follow treatment and prevention transmission.	
2.	Provider Name and Address:	The Gregory House Programs 200 North Vineyard Boulevard, Suite. A310 Honolulu, Hawaii 96813
3.	Total Contract Funds:	\$80,144
	Contract Funds per Year (if applicable):	\$0
4.	Reference number of Previous Request for this Service (if applicable):	
5.	Term of Contract:	Start: Upon Approval End: 7/31/13
6.	Describe how procurement by competitive means is either not practicable or not advantageous to the State: The Gregory House Programs (GHP) is currently the statewide HIV/AIDS housing assistance service contractor with the Department of Health (DOH). GHP has been the DOH contractor providing this service for over 20 years. The SAPB would like to restore \$40,144 in General Funds to the GHP contract due to demand for housing services and requests an exemption from having to issue an RFP per Chapter 103F, HRS, in order to do so. For the past 18 years, whenever an RFP for HIV/AIDS housing assistance services has been issued, GHP has been the only applicant. It is highly doubtful that any other applicant would now respond to an RFP for the amount of \$40,144. In addition, Budget and Finance approved the A-19 request for allotment on January 24, 2012. At this time it is not possible to issue a new RFP for the restored funds as they will lapse on June 30, 2012. The agency's funding level has since been restored to it's original funding level in fiscal year 2011, however the Communicable Disease Division and SAPB feel that GHP should receive the additional Rainy Day funds because of the increasing demand for HIV housing services. The current contract with GHP expires on 7/31/2013.	

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7.	<p>Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable:</p> <p>The current contractor, the Gregory House Programs, was selected following a procurement process as outlined in Chapter 103F, HRS. RFP SAPB-2010-6 was issued and the Gregory House Programs was the only applicant. The proposal submitted in response to the RFP was reviewed and scored. During the last 20 plus years, GHP has been the only agency to submit proposals and the sole agency to ever provide contracted HIV housing services for SAPB.</p>						
8.	<p>Describe the state agency's internal controls and approval requirements for the exempted procurement:</p> <p>RFP No. SAPB-2010-6 is the controlling document over the exemption.</p>						
9.	<p>List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:</p> <p>Nighat Quadri, Health Educator</p>						
10.	<table style="width: 100%;"><tr><td style="width: 45%;">Direct questions to (name & position):</td><td>Nighat Quadri</td></tr><tr><td>Phone number:</td><td>733-9281</td></tr><tr><td>e-mail address:</td><td>nighat.quadri@doh.hawaii.gov</td></tr></table>	Direct questions to (name & position):	Nighat Quadri	Phone number:	733-9281	e-mail address:	nighat.quadri@doh.hawaii.gov
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I certify that the information provided above is to the best of my knowledge true and correct.

 _____ <i>Department Head Signature</i>	 _____ <i>Date</i>
_____ <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.

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FOR CHIEF PROCUREMENT OFFICER USE ONLY

Chief Procurement Officer's Comments:

This approval is for the procurement process only. Service provider(s) are required to be compliant with applicable laws, and verified on the Hawaii Compliance Express. This award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Corinne Higa at 587-4706, or corinne.y.higa@hawaii.gov.

APPROVED DISAPPROVED NO ACTION


Chief Procurement Officer Signature

5/11/2012
Date

Please ensure adherence to applicable administrative requirements.