

STATE OF HAWAII

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

STATE PROCUREMENT OFFICE
STATE OF HAWAII

To: Chief Procurement Officer

From: Department of Public Safety
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):	Sex Offender Treatment Services Statewide for inmates eligible for parole, and continue additional therapy while on parole until clinically discharged.
2. Provider Name and Address:	Community Assistance Center 200 North Vineyard Boulevard, Suite 330 Honolulu, Hawaii 96817
3. Total Contract Funds:	\$146,248.00
Contract Funds per Year (if applicable):	
4. Reference number of Previous Request for this Service (if applicable):	
5. Term of Contract:	Start: 9/01/2013 End: 12/31/13
6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:	Under Request for Proposals No. PSD 09-CPS/SO-21-A, the contract was awarded for the period 3/1/10 to 2/28/11, with the possibility of two additional 1-year extensions. An extension under HAR Chapter 3-149-301 has been used for the 5 month period 3/1/13 to 8/31/13. We were unable to re-solicit the services during this period because the scope of services for the new solicitation needed to be updated to address the agency's concerns. We are requesting approval to extend the current contract because time is needed to resolicit contract, while maintaining continuity of services. Please see attached for prospective timeline of new solicitation Request for Proposal No. PSD 14-CPS/SO-11.
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 Provider was selected through the formal RFP process, and the original contract was solicited as competitive sealed proposal, Request for Proposal No. PSD 09-CPS/SO-21-A. We intend to use the same provider Community Assistance Center during the extension.

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8. Describe the state agency's internal controls and approval requirements for the exempted procurement: This contract was issued under Request for Proposals No. PSD 09-CPS/SO-21 (A) which will continue to provide guidelines under its current scope.	
9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract: Marc Yamamoto, Procurement Spclt IV	
10. Direct questions to (name & position):	Marc Yamamoto
Phone number:	(808)587-1215
e-mail address:	marc.s.yamamoto@hawaii.gov

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



Department Head Signature

8/21/13

Date

Ted Sakai

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 approval is for the period 09/01/13 to 12/31/13 and 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

9/5/2013

Date

Please ensure adherence to applicable administrative requirements.

Attachment

I. Procurement Timetable

Note that the procurement timetable represents the State's best estimated schedule. Contract start dates may be subject to the issuance of a notice to proceed.

Activity	Scheduled Date
Public notice announcing RFP	<u>Aug 21, 2013</u>
Distribution of RFP	<u>Aug 21, 2013</u>
RFP orientation session	<u>Aug 29, 2013</u>
Closing date for submission of written questions for written responses	<u>Sep 3, 2013</u>
State purchasing agency's response to applicants' written questions	<u>Sep 10, 2013</u>
Discussions with applicant prior to proposal submittal deadline (optional)	<u>Sep 13, 2013 to Sept 17, 2013</u>
Proposal submittal deadline	<u>Sept 23, 2013</u>
Discussions with applicant after proposal submittal deadline (optional)	<u>Sept 24, 2013 to Sept 30, 2013</u>
Final revised proposals (optional)	<u>Oct 7, 2013</u>
Proposal evaluation period	<u>Sept 23, 2013 to Nov 1, 2013</u>
Provider selection	<u>Nov 7, 2013</u>
Notice of statement of findings and decision	<u>Nov 8, 2013</u>
Contract start date	<u>Jan 1, 2014</u>