

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

13 NOV 22 P2:11

To: Chief Procurement Officer

STATE PROCUREMENT OFFICE
 STATE OF HAWAII

From: Department of Health/Adult Mental Health Division *aj*
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): Therapeutic Living Program (TLP) services. TLP is a supervised living arrangement that provides mental health services for consumers who do not need the intense care of a specialized treatment facility and are transitioning to a more independent living situation.				
2.	<table style="width: 100%; border: none;"> <tr> <td style="width: 40%; vertical-align: top;">Provider Name and Address:</td> <td style="vertical-align: top;"> 1. Breaking Boundaries 338 Kamokila Boulevard, Suite 206 Kapolei, Hawaii 96707 2. CARE Hawaii, Inc. 875 Waimau Street Honolulu, Hawaii 96813 3. Mental Health Kokua 1221 Kapiolani Boulevard, Suite 345 Honolulu, Hawaii 96814 </td> </tr> </table>	Provider Name and Address:	1. Breaking Boundaries 338 Kamokila Boulevard, Suite 206 Kapolei, Hawaii 96707 2. CARE Hawaii, Inc. 875 Waimau Street Honolulu, Hawaii 96813 3. Mental Health Kokua 1221 Kapiolani Boulevard, Suite 345 Honolulu, Hawaii 96814		
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3.	<table style="width: 100%; border: none;"> <tr> <td style="width: 40%;">Total Contract Funds:</td> <td style="text-align: right;">\$600,000 (estimated)</td> </tr> <tr> <td colspan="2">Contract Funds per Year (if applicable):</td> </tr> </table>	Total Contract Funds:	\$600,000 (estimated)	Contract Funds per Year (if applicable):	
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Contract Funds per Year (if applicable):					
4.	Reference number of Previous Request for this Service (if applicable):				
5.	<table style="width: 100%; border: none;"> <tr> <td style="width: 40%;">Term of Contract:</td> <td style="text-align: right;">Start: 12/01/13</td> </tr> <tr> <td></td> <td style="text-align: right;">End: 3/31/14</td> </tr> </table>	Term of Contract:	Start: 12/01/13		End: 3/31/14
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	End: 3/31/14				

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

Since the beginning of fiscal year 2013, the Adult Mental Health Division (AMHD) has been working to update and improve its TLP scope of services. The AMHD released a Request for Information on 5/15/13, to seek input from the community on the TLP service, but no response was received. The current contract for TLP services, awarded under RFP No. HTH 420-4-09, was scheduled to end on 5/31/13, and was extended through 11/30/13, pursuant to section 3-149-301(c), HAR, to provide the AMHD with additional time to revise the service and release the Request for Proposals (RFP).

AMHD staff had been working with the Office of Healthcare Assurance (OHCA), to establish a licensed service that could be turned into a Medicaid Rehabilitation Option service. Unfortunately, we have been unable to resolve outstanding issues and this goal was not achieved. Instead, OHCA established a certification process for the TLP service, which our providers will need to receive before they can provide TLP services for the AMHD.

The TLP service is a critical service for assisting with the discharging of Hawaii State Hospital patients as it is a service that can be utilized to move/transition consumers from an inpatient facility to a residence in the community. Due to its importance, AMHD has been working to try and improve and enhance the TLP service. Unfortunately, this has proven to be a difficult task and the AMHD needs additional time to procure this critical service.

By the end of November 2013, the AMHD is planning to release the RFP for TLP services. With an extension of time, the AMHD will be able to provide applicants with more time to write and submit their proposal applications, adequate time for proposals to be reviewed and awarded, and contracts to be executed in a timely manner. The Procurement Timeline for TLP services is attached.

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 identified providers are currently existing TLP service providers that were selected from a competitive procurement, RFP No. HTH 420-4-09. This request will ensure that there is no break in service or in the continuity of care, and no undue interruption of care.

8. Describe the state agency's internal controls and approval requirements for the exempted procurement:
Service and administrative requirements under the contract shall be monitored through AMHD's regular oversight and monitoring procedures.

9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Amy Yamaguchi, Public Health Administrative Officer
Enid Kagesa, AMHD Contracts Coordinator

10. Direct questions to (name & position):	Amy Yamaguchi, PHAO
Phone number:	586-4681
e-mail address:	amy.yamaguchi@doh.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

11/21/13
Date

Loretta J. Fuddy, A.C.S.W., M.P.H.
Typed Name

NOTICE

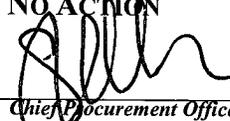
The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 10 of the request. Any concerns regarding 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 Fujitaka~~ , Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

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, if applicable. 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

12/16/13
Date

Please ensure adherence to applicable administrative requirements.

Proposed Procurement Timetable

Activity	Scheduled Date
Public notice announcing Request for Proposals (RFP)	11/19/13
Distribution of RFP	11/19/13
RFP orientation session	11/26/13
Closing date for submission of written questions for written responses	11/29/13
State purchasing agency's response to applicants' written questions	12/06/13
Discussions with applicant prior to proposal submittal deadline (optional)	TBD
Proposal submittal deadline	12/20/13
Discussions with applicant after proposal submittal deadline (optional)	TBD
Final revised proposals (optional)	TBD
Proposal evaluation period	12/24/13 – 01/10/14
Provider selection	01/13/14
Notice of statement of findings and decision	01/13/14
Contract start date	04/01/14