

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: 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):	
	24-Hour Group Home and 8-16 Hour Group Home services, statewide. The 24-hour group home offers group living with support staff on duty twenty-four (24) hours a day, seven (7) days a week. This service is directed to consumers being discharged from the Hawaii State Hospital (Hospital), Specialized and Crisis Residential programs, and to those consumers who, without twenty-four (24) hour support, would further decompensate and increase their likelihood of hospitalization. The expected stay in this program is up to six (6) months.	
	The 8-16 hour group home services are similar to that of the 24-hour group home, except the services are provided within an 8-16 hour day period based on the needs of the consumers in the home. The expected length of stay is up to two (2) years.	
2.	Provider Name and Address:	See attachment
3.	Total Contract Funds:	\$3,300,000 (estimated)
	Contract Funds per Year (if applicable):	
4.	Reference number of Previous Request for this Service (if applicable):	
5.	Term of Contract:	Start: 1/01/14 End: 4/30/14

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

On April 30, 2013, the Adult Mental Health Division (AMHD) released a Request for Proposals (RFP) No. HTH 420-2-13, for 24-Hour Group Home and 8-16 Hour Group Home Services, statewide. On August 23, 2013, the Statement of Findings and Decision was released. On August 27, 2013, the AMHD received a Notice of Protest from one of the awardees, and the Protest Scheduling Order was completed on September 4, 2013. On September 30, 2013, the Written Decision was released, stating that a new evaluation committee would complete a review of the proposal applications.

The second proposal review committee convened in October 2013, and the AMHD was ready to release the Statement of Findings for this contract award. However, before the Statement of Findings and Decision for this service could be released, the provisions for the housing program's continuum of care was updated, and it became apparent that the AMHD may need to reconfigure the locations for this service. Since the reconfiguration will impact the way the 24-hour group and 8-16 hour group homes services are implemented statewide, the AMHD will need additional time to determine where the group home services should be located.

In months of December 2013 and January 2014, the AMHD will work on the revisions required to address the new locations of the housing program services, to ensure its in alignment with the overall housing program continuum of care. In late January 2014/early February 2014, the Statement of Findings and Decision will be released. Since this is a housing program, and consumers residing in AMHD funded homes sign rights of tenancy with our Providers, the AMHD will need to provide each consumer with 45 days of written advance notice of any location/Provider change. If required, the letters for the change will be distributed in March/April 2014.

With an extension of time, the AMHD will be able to award the 24-hour group and 8-16 hour group home services, statewide in an appropriate manner, which will avoid the need to re-procure these services in the near future, and ensure that these services are in alignment with the housing program's continuum of care.

The 24-hour group home and 8-16 hour group home services, statewide cost approximately \$825,000 per month, providing services to approximately 475 consumers. We currently have six (6) providers, providing services, statewide.

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 provider is currently existing supported housing services and was selected from a competitive procurement, RFP No. HTH 420-8-09. 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

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

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

  
\_\_\_\_\_  
*Department Head Signature*

DEC 30 2013  
*Date*

  
\_\_\_\_\_  
Gary L. Gill  
*Typed Name*

**NOTICE**

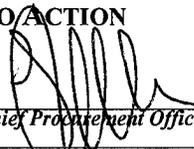
The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 10 of the request. Any concerns regarding 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: Sarah Allen, 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 period January 1, 2014 to April 30, 2014 and for the procurement process only. Service providers 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*

1/15/14  
*Date*

Please ensure adherence to applicable administrative requirements.

Adult Mental Health Division  
24-Hour Group and 8-16 Hour Group Home Services Providers

**Breaking Boundaries**

338 Kamokila Blvd., Suite 206  
Kapolei, HI 96707

**CARE Hawaii, Inc.**

875 Waimanu Street  
Honolulu, HI 96813

**Mental Health Kokua**

1221 Kapiolani Blvd., #345  
Honolulu, HI 96814

**Po`ailani, Inc.**

970 North Kalaheo Avenue, Suite A102  
Kailua, Hawaii 96734

**Steadfast Housing Development Corporation**

677 Ala Moana Blvd., #713  
Honolulu, HI 96813

**Waianae Coast Community Mental Health Center**

**dba Hale Na`au Pono**  
86-226 Farrington Highway  
Waianae, HI 96792