

STATE OF HAWAII

14 SEP 11 2014

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

To: Chief Procurement Officer

From: Department of Health/Adult Mental Health Division/Hawaii State Hospital  
*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):	Provision of Inpatient and Outpatient Medical services for Hawaii State Hospital (HSH) patients.
2. Provider Name and Address:	Queens Medical Center 1301 Punchbowl Street Honolulu, Hawaii 96813
3. Total Contract Funds:	\$295,000
Contract Funds per Year (if applicable):	
4. Reference number of Previous Request for this Service (if applicable):	
5. Term of Contract:	Start: 10/1/14 End: 3/31/15
6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:	<p>Medical services were initially procured under RFP No. HTH 430-5; Queens Medical Center was awarded a contract under ASO Log No. 08-218. HSH initially issued a Request for Information (RFI) for the procurement of medical services on October 4, 2013. A follow up RFI was issued on August 29, 2014. Attached is a timeline for the procurement of medical services. A new Request for Proposal (RFP) is anticipated for release in October 2014. The current medical services contract expired on March 31, 2014. However, pursuant to section 3-149-301(c), HAR, the contract was extended through September 30, 2014 while the procurement process is completed.</p> <p>Internal input and discussions by the HSH Medical and Nursing Departments regarding changes to the desired service scope took much longer than expected. Continued long term vacancies in the Business Office have pushed additional work duties on the Business Manager, thus causing a delay in the timely execution of contract related tasks. An extension of time will provide for time for protests, contract execution, and potential provider transition. An extension of time will also ensure the continued provision of critical inpatient and outpatient medical services for HSH patients required by §334-3, Hawaii Revised Statutes (HRS).</p>
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 Queens Medical Center is the current providers of medical services for HSH. This provider was selected through the competitive purchase of service process, RFP No. HTH 430-5.

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8. Describe the state agency's internal controls and approval requirements for the exempted procurement: Service and administrative requirements under the contract (RFP No. HTH 430-5) shall be monitored through HSH's regular oversight and monitoring procedures. The estimated funds calculation was based on 1/2 of FY14 expense with the provider plus a 25% variance for major unanticipated medical procedures.
9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:  
  
Anthony Fraiola, HSH Business Manager
10. Direct questions to (name & position): Anthony Fraiola  
Phone number: 236-8257  
e-mail address: anthony.fraiola@doh.hawaii.gov

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

  
Department Head Signature

SEP - 9 2014  
Date

Linda Rosen, M.D, 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: 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 10/1/14 to 3/31/15 and for the procurement process only. Service provider is 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

10/14/14  
Date

Please ensure adherence to applicable administrative requirements.

RFP HTH 430-15-001

Inpatient and Outpatient Medical Services for Hawaii State Hospital (HSH)

Procurement Timeline

10/4/2013	Request for Information (RFI) released.
10/18/13	RFI responses due. (No responses)
8/29/14	New RFI released.
9/12/14	RFI responses due.
9/19/14	RFI summary posted on website
9/2014	HSH submits draft of RFP to AMHD. A number of factors contributed to the delay in submitting the draft. Internal input and discussions by the HSH Medical and Nursing Department regarding changes to the RFP took much longer than expected. A long term vacancy in the Business Office has pushed additional work duties on the Business Manager, causing delays in the timely execution of contract related tasks.
10/1/14	Projected RFP posting.
10/10/14	RFP orientation session.
10/31/14	Proposal submission deadline. Mailed proposals due within 10 days from this date.
11/11/14 - 11/24/14	Proposal evaluation period.
12/1/14	Provider selection and Notice of Statement of Findings and Decision to be completed.
4/1/15	Estimated contract start date.