

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

14 SEP 12 02:39

ADMINISTRATIVE
 STATE PROCUREMENT OFFICE
 STATE OF HAWAII

To: Chief Procurement Officer

From: Department of Human Services/Social Services Division/Purchase of Service-
 Grant Management Unit
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): Community-Based Housing and Support Services - Statewide (previously called On-Call Shelter Services): 24-hour emergency shelters that provide safe, temporary shelter and support services to children ages 12-17 years.	
2.	Provider Name and Address:	Various (see attached).
3.	Total Contract Funds: Contract Funds per Year (if applicable):	\$1,385,656
4.	Reference number of Previous Request for this Service (if applicable):	PEH Nos. 10-37 & 14-25
5.	Term of Contract:	Start: 1/1/15 End: 6/30/15

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6. Describe how procurement by competitive means is either not practicable or not advantageous to the State: Community-Based Housing and Support Services was originally procured under a Notice of and Request for Exemption (PEH No. 10-37) which ended on 6/30/14. Prior to the exemption ending, another Notice of and Request for Exemption (PEH 14-25) was submitted and approved. The Notice asked for an extension of time for an additional six months (7/1/14 - 12/31/14) due to SSD making significant changes to the service specifications (ex. a change in payment method/schedule, a decrease in the number of Oahu providers, etc.) and needing time to fully complete the procurement process.

An RFI was held on 8/11/14. The primary discussion was about the revised service specifications that the potential proposal Applicants would need to have in place at the time of the proposal application's submittal (ex. capability of licensing other resource homes, facilities secured in specific geographic locations, Memorandums of Agreement with subcontractors completed, etc.). It became apparent that only one of the known Oahu Providers/potential proposal Applicants would possibly be able to provide the services according to the revised specifications, which would severely and knowingly limit the number of possible proposal Applicants. Also, the other known Oahu Providers/potential proposal Applicants would not have enough time to be able to complete some of those pre-requisites for the proposal application before the application was due and there was not enough time to push back the contracts' start date beyond 1/1/15 due to the current Exemption's expiration/contracts' end date.

Due to the above situation, SSD is asking for additional time so as to provide competitive fairness for potential proposal Applicants, whether or not they be current Providers, to complete the proposal application pre-requisites before the proposals are due as well as to allow time for SSD to complete the proposal evaluation, contract award, and contract execution processes.

The projected timeline for the continuing procurement process is:

- 10/14: Complete RFP documents & post RFP; hold RFP Orientation
- 2/15: RFP proposals due
- 3/15: Complete evaluation process; award contracts
- 4/15: Complete contract documents, send to providers for signature, obtain approvals
- 7/1/15: New contracts start date

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:

All of the current Providers will be retained as such during the exemption extension period via Supplemental Contracts until the completion of the procurement including the award and execution of the new contracts.

8. Describe the state agency's internal controls and approval requirements for the exempted procurement: The DHS/POS-GMU has direct responsibility for the contracts that provide this service. Providers must comply with Federal, State, and DHS statutes, rules, and procedures.

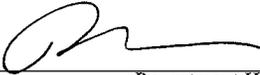
9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Kenwyn Kaahaaina, POS-GMU Program Specialist

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10. Direct questions to (name & position):	Kenwyn Kaahaaina
Phone number:	808-586-5706
e-mail address:	kkaahaaina@dhs.hawaii.gov

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



Department Head Signature

9/11/14

Date

Patricia Manana

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 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

10/7/14

Date

Please ensure adherence to applicable administrative requirements.