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# STATE PROCUREMENT OFFICE NOTICE & REQUEST FOR SOLE SOURCE

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

- 1. TO: Chief Procurement Officer
- 2. FROM: DOH/FHSD/Women, Infants and Children (WIC) Services Branch  
Department/Division/Agency

Pursuant to §103D-306, HRS, and Subchapter 9, Chapter 3-122, HAR, the Department requests sole source approval to purchase the following:

3. Description of goods, services, or construction:  
 Parents and Children Together (PACT) is a non-profit organization; their agency staff have attended a train the trainer session sponsored by the United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) on Breastfeeding Peer Counselor (BFPC) Projects.

USDA FNS is providing additional funding to WIC to continue to promote and enhance breastfeeding efforts for WIC participants. The intent of the procurement for the BFPC Project is to train additional paraprofessional support persons from the community as BFPCs to (1) provide breastfeeding assistance to WIC participants during and after daytime clinic hours, (2) serve as breastfeeding role models, (3) provide basic breastfeeding information, and (4) provide ongoing encouragement to breastfeeding mothers.

4. Vendor Name: Parents and Children Together (PACT) Address: 1485 Linapuni Street, Suite 105 Honolulu, Hawaii 96819	5. Price: \$ 65,000.00
6. Term of Contract: (mm/dd/yyyy) From: 10/01/2009 To: 09/30/2010	7. Prior Sole Source Ref No. 09-006-J

8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities: The training of paraprofessional BFPCs increases community capacity to support and promote breastfeeding for WIC participants. The BFPCs provide breastfeeding assistance outside of normal clinic hours and may provide assistance at the home or hospital. WIC BFPCs have improved breastfeeding rates, increased breastfeeding duration rates, and support referrals to other health and social services programs. Potential non-WIC participants could benefit from these services if BFPCs are supported by non-WIC funds.

9. Essential features. How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:  
 PACT is the original contractor who (1) attended USDA FNS BFPC train the trainer workshops, (2) developed Hawaii WIC's Breastfeeding Implementation Plan required and subsequently approved by the USDA FNS, (3) developed the framework including, but not limited to, policies and procedures, (4) established baseline breastfeeding data, and (5) developed a monitoring plan.

The Department of Health WIC Services Branch infrastructure and staffing cannot support the required training; therefore, the work must be contracted.

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because:

None, because PACT is the only agency trained by USDA FNS on conducting BFPC training. USDA FNS has not scheduled any further trainings.

12. Direct any inquiries to:

Department: Health/WIC Services Branch

Contact Name/Title: Linda Chock, WIC Services Branch Chief

13. Phone Number:

(808) 586-8191

Fax Number:

(808) 586-8189

Expenditure may be processed with a purchase order/p-Card:  Yes  No If no, a contract must be executed and funds certified.

Agency shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data, if required.

14. *I certify that the information provided above is to the best of my knowledge, true, correct and that the goods, services, or construction are available through only one source.*



JUL 28 2009

Department Head Signature

Date

Reserved for SPO Use Only

15. Date Notice Posted: 7/29/09

Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer  
State Procurement Office  
P.O. Box 119  
Honolulu, Hawaii 96810-0119

16. Chief Procurement Officer's comments:

17.

APPROVED  DISAPPROVED  NO ACTION REQUIRED

 8/10/09  
Chief Procurement Officer Date