

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

07 MAY -2 P12:27

ADMINISTRATION
 STATE PROCUREMENT OFFICE
 STATE OF HAWAII

To: Chief Procurement Officer

From: Dept. of Health - Tobacco Settlement Project

Department/Division/Branch or Office

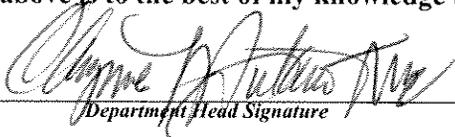
Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

1.	Title and description of health and human service(s): The Healthy Hawaii Initiative (HHI) Nutrition Education Network (NEN) - Food Stamp Nutrition Education (FSNE) Program wishes to contract with community/ non-government agencies to provide nutrition education to the Food Stamp eligible population and participate in the USDA FSNE reimbursement program to obtain expanded funding for their agencies.	
2.	Provider Name and Address:	Kalihi-Palama Health Center 915 North King Street Honolulu, Hawaii 96817 Ho'Ola Lahui Hawaii State P.O. Box 3990 Lihue, Kaua'i, Hawaii 96766
3.	Total Contract Funds: Contract Funds per Year (if applicable):	\$304,675
4.	Reference number of Previous Request for this Service (if applicable):	
5.	Term of Contract:	Start: 10/1/07 End: 9/30/08
6.	Describe how procurement by competitive means is either not practicable or not advantageous to the State: HHI NEN is contracted with the Hawaii Dept. of Human Services to develop the administrative infrastructure and contract with any number of providers to provide nutrition education for the food stamp eligible population through the USDA FSNE Program, which provides federal reimbursement to programs meeting the FSNE Plan Guidance (Guidance) and the expenditure rules allowed as outlined in the Guidance. FSNE is not a competitive program and projects need not compete to obtain funds. Instead, USDA accepts any and all programs so long as they meet Guidance rules and provide all necessary program plan and budget information by a certain date (August 15). HHI is required by USDA to submit a yearly application specifically naming each provider, along with specific project program plans, and budgets. The budget period is from October 1 to September 30 of each year. Once approved, project(s) will receive reimbursement for all allowable expenditures incurred from October 1, 2007 to September 30, 2008.	

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7.	<p>Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable:</p> <p>HHI renders providers eligible by inviting them to participate the FSNE program through the request for information (RFI) process. HHI posted an RFI on December 27, 2006 to solicit all qualifying organizations to submit information regarding their programs. Any organization and agency was invited to participate in this federal reimbursement program as long as they met the mandates of the FSNE federal program and are aligned with the State goals and objectives for promotion of healthy eating behavior and physically active lifestyles.</p> <p>Kalihi Palama Community Health Clinic and Ho'Ola Lahui Hawaii were the only two organizations that responded to the RFI. Both organizations have met the initial Guidance rules and HHI NEN parameters and have been invited to participate in the HHI NEN FSNE program.</p>						
8.	<p>Describe the state agency's internal controls and approval requirements for the exempted procurement:</p> <p>HHI NEN followed the FSNE Plan Guidance for Federal Fiscal Year 2007 in submitting the Hawaii state plan and the project provider program plans and budget. HHI NEN will also follow the Guidance in evaluating and monitoring project progress and checking compliance with allowed fiscal activities.</p>						
9.	<p>List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:</p> <p>The Tobacco Settlement Project Manager will be responsible for oversight of the approval process and administration of the contract.</p>						
10.	<table style="width: 100%; border: none;"><tr><td style="width: 45%;">Direct questions to (name & position):</td><td>Tina Tamai, Nutrition Education Network Coordinator</td></tr><tr><td>Phone number:</td><td>586-4482</td></tr><tr><td>e-mail address:</td><td>tina.tamai@doh.hawaii.gov</td></tr></table>	Direct questions to (name & position):	Tina Tamai, Nutrition Education Network Coordinator	Phone number:	586-4482	e-mail address:	tina.tamai@doh.hawaii.gov
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e-mail address:	tina.tamai@doh.hawaii.gov						

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

 _____ <i>Department Head Signature</i>	<p>MAY - 1 2007</p> _____ <i>Date</i>
<p>Chiyome Leinaala Fukino, M.D.</p> _____ <i>Typed Name</i>	

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 Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

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FOR CHIEF PROCUREMENT OFFICER USE ONLY

Chief Procurement Officer's Comments:

APPROVED DISAPPROVED NO ACTION



Chief Procurement Officer Signature



Date

Please ensure adherence to applicable administrative requirements.

LINDA LINGLE
GOVERNOR OF HAWAII



'07 MAY -2 P12:27

CHIYOME L. FUKINO, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH
P.O. Box 3378
HONOLULU, HAWAII 96801-3378

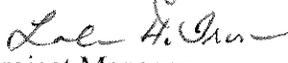
ADMINISTRATION
STATE PROCUREMENT OFFICE
HONOLULU, HAWAII

In reply, please refer to:
File:

April 23, 2007

TO: Mara Smith
Health and Human Services Procurement Manager

THROUGH: Chiyome Leinaala Fukino, M.D. 
Director of Health

FROM: Lola H. Irvin, M.Ed., Project Manager 
Tobacco Settlement Project

SUBJECT: Request for Exemption from 103F
REF: PE 07-32

The HHI Nutrition Education Network would like to submit the attached Request for Exemption from 103F in replacement of a previous submission that is in your office.

Should you have any questions or need additional information, please contact Tina Tamai, Nutrition Network Coordinator at 586-4482.