

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

To: Chief Procurement Officer

From: DOH/FHSD/CSHNB/Early Intervention Section  
*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):	
	Provide outreach services to infants and toddlers with special needs with a focus on the Waianae Complex School Community as stipulated in the Memorandum of Agreement (MOA) between the State Department of Health (DOH) and the State Department of Education (DOE) to support the State Improvement Grant II (see attached). Identify and address barriers of early identification, improve transitioning from EIS to DOE or community preschool educational programs, improve supports for families of these identified children, assist in the development and implementation of a process and outcome evaluation plan, regularly provide reports of services and documentation, and participate in team and statewide steering committee meetings.	
2.	Provider Name and Address:	Learning Disabilities Association of Hawaii (LDAH) 200 N. Vineyard Blvd. Honolulu, HI 96817
3.	Total Contract Funds:	
	Contract Funds per Year (if applicable):	\$30,000
4.	Reference number of Previous Request for this Service (if applicable):	
5.	Term of Contract:	Start: Upon approval  End: 6/30/08
6.	Describe how procurement by competitive means is either not practicable or not advantageous to the State: Competitive procurement may result in awarding of the contract to a different provider other than whom is already contracted by the DOE and involved with similar activities. Contracting with another provider will also lead to duplication of effort as there are overlapping duties and objectives specified in the MOA between the State DOH and DOE. The terms of the MOA also stipulate collaboration with the Parent Training and Information Project (PTI), which is carried out by LDAH, so in the interest of facilitating communications and providing a more cohesive environment, it is more feasible to have one provider.	
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 provider, LDAH, has already been awarded a contract by the DOE. Having EIS contract with LDAH to support the hiring of one individual to meet the identical objectives and activities is more time effective, cost effective, more cohesive, more respectful to the staff of Waianae schools and families in the Waianae community, and greatly eases the transition of the children into the DOE system. It was simply more practicable for the EIS to contract with LDAH given the circumstances cited above.	

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8. Describe the state agency's internal controls and approval requirements for the exempted procurement: The contract, upon approval, will require quarterly updates of current activities, actual and projected expenditures, and needs and concerns to be addressed by the SIG II Implementation Team, and will be monitored by program, contract, and fiscal staff.	
9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract: Dr. Chiyome Leinaala Fukino, M.D., Director of Health; Dr. Patricia Hue, Chief, Children with Special Health Needs Branch; Susan Brown, Public Health Supervisor VI; Paul Takishita, Public Health Administrative Officer IV.	
10. Direct questions to (name & position):	Owen Tamanaha, PHAO
Phone number:	(808) 594-0025
e-mail address:	owen.tamanaha@doh.hawaii.gov

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

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

OCT 12 2007  
\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*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: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

Chief Procurement Officer's Comments:

**APPROVED**     **DISAPPROVED**     **NO ACTION**

  
\_\_\_\_\_  
*Chief Procurement Officer Signature*

10/24/07  
\_\_\_\_\_  
*Date*

Please ensure adherence to applicable administrative requirements.