

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

To: Chief Procurement Officer

From: Dept. of Health/FHSD/MCHB/Healthy Start
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):
Training and Technical Assistance contract for Healthy Start Home Visiting and Early Identification providers. The Institute for Family Enrichment (TIFFE) currently holds this contract which will end 6/30/09. This is a request for an exemption to extend TIFFE's services for one year - 7/1/09 to 6/30/10 for \$250,000.00.

2. Provider Name and Address:

The Institute for Family Enrichment
615 Piikoi Street, Suite 105
Honolulu, HI 96814

3. Total Contract Funds: \$250,500
Contract Funds per Year (if applicable):

4. Reference number of Previous Request for this Service (if applicable):

5. Term of Contract: Start: 7/1/09
End: 6/30/10

6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:
see attached

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:
see attached

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8. Describe the state agency's internal controls and approval requirements for the exempted procurement:
The Provider will follow requirements as stated in RFP #HTH 550-2). MCHB will conduct on-site monitoring for fiscal and program requirements.
9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:
Cindy Hirai, MCHB Program Head, Healthy Start
10. Direct questions to (name & position): Cindy Hirai, Program Head
Phone number: 733-9042
e-mail address: cindy.hirai@doh.hawaii.gov

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



Department Head Signature

MAR 14 2008

Date

Chiyome Leinaala Fukino, M.D.

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

4/8/08

Date

Please ensure adherence to applicable administrative requirements.

6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:

The Institute for Family Enrichment (TIFFE) currently holds the competitively solicited Training and Technical Assistance contract with MCHB Healthy Start. The contract will end on June 30, 2009. TIFFE is currently in the midst of a pilot project at the request of MCHB to train and evaluate the efficacy of a new curriculum for Home Visitors. If successful, the curriculum will be instituted statewide. The establishment of a statewide curriculum is per recommendations made by the Healthy Start Task Force (Senate Concurrent Resolution 227 SD1 HD1, Session Laws of Hawaii 2005) and Senate Bill 1170 SD1 HD1 CD1, 2007) The Task Force addressed the feasibility of establishing a statewide curriculum. SB 1170 in 2007 allocated TANF monies for training, enabling funding for this pilot project.

MCHB researched various curricula and based on research evidence and cost effectiveness, selected the Nurturing Families curriculum. This curriculum has been utilized for the Dept. of Human Services consumers with positive results. TIFFE has certified trainers for this curriculum. (2 on Oahu and 1 on Maui) Procuring for this training through competitive means would require arranging certification for the curriculum which involves at least one year of training and mentoring.

The pilot project was started in one site in January, 2008 and will be evaluated in September, 2008. Upon completion and evaluation of the pilot, the curriculum will be disseminated statewide requiring training for all the other sites. Initial feedback from home visitors and consumers have been encouraging and it is likely that this curriculum will be utilized statewide. This would require statewide training with a schedule that would require at least another year for training and support to all programs. Any other agency procured would require start up time and funds for acquiring a certified trainer and developing training curricula. It is anticipated that following the state wide roll-out, a new training and technical assistance contract will be procured in 2010.

7. Describe the reason for the selection of the provider including a description of how the procedure ensured that maximum fair and open competition practicable:

TIFFE currently holds the training contract with Healthy Start and was initially selected through an open, competitive process. (RFP# HTH 550-2, October 12, 2004) Had the recommendations of the Task Force been known at the time of the initial procurement, then the current contract would have included an option to extend the contract beyond 2009 to accommodate the anticipated statewide training required for a curriculum. TIFFE currently provides training, support, and technical assistance as per their current scope of services in their contract. These activities support the current pilot project for Healthy Start as well.