

**NOTICE OF AND REQUEST FOR
RESTRICTIVE PURCHASE OF SERVICE
PURSUANT TO §103F-403, HRS**

RUSH

To: Chief Procurement Officer

From: Department of Human Services, BESSD
Department/Division/Branch or Office

Pursuant to §103F-403, HRS, and Chapter 3-144, HAR, the department head has made a determination that an adequate basis for a restrictive purchase of services exists and requests approval to make a restrictive purchase for the following:

1. Title and description of health and human service(s):
The Family Self-Sufficiency Program at Aloha United Way assists TANF eligible families to claim the Earned Income Tax Credit (EITC). The program increases awareness about the availability of the EITC and provides free tax assistance to TANF eligible families. Services are provided on Oahu, Molokai, and the Hilo area of Hawaii; and for up to 300 TANF eligible families on Kauai.

2. Provider Name and Address: Aloha United Way
200 N. Vineyard Blvd., Suite 700
Honolulu, HI 96817

3. Total Contract Funds: \$0
Contract Funds per Year (if applicable): \$0

4. Reference number of Previous Request for this Service (if applicable): RH 08-02

5. Term of Contract: Start: 10/1/08
End: 6/30/09

6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:
The Department received a restrictive approval (RH 08-02) to enter into a contract with Aloha United Way (AUW) from October 1, 2007 to September 30, 2008. The Department is not able to re-procure services until July 1, 2009 due to budget constraints. Therefore, a nine month no-cost extension is requested to provide AUW the opportunity to expend the balance of the current funding. AUW plans to continue services for TANF eligible families and assist them in claiming the EITC.

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 Department requested a restrictive purchase of service as AUW is the only organization with the available resources to deliver the service at no cost to the general public who qualify for the service. The restrictive purchase request was approved on July 20, 2007.

STATE OF HAWAII
NOTICE OF AND REQUEST FOR
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Pursuant to §103F-403, Hawaii Revised Statutes and Chapter 3-144, Hawaii Administrative Rules, the aforementioned purchasing agency has submitted a request to the chief procurement officer for a restrictive purchase of service for health and human services, and if approved, intends to purchase the service without issuing a request for proposals.

Any person may file a written protest under the procedures established under Chapter 3-148, Hawaii Administrative Rules, located on the web at www.spo.hawaii.gov, click *Statutes and Rules* and *Procurement of Health and Human Services*. Protests shall be hand delivered or postmarked by United States Postal Service within seven (7) days after the date this notice is first published on the internet. If hand delivered it must be submitted by 4:30 PM, Hawaii Standard Time, within seven days after day this notice is first published. Protests must be submitted to the following procurement officer **and** head of the purchasing agency:

Procurement Officer for this Procurement

Gwen Murashige
Dept. of Human Services, BESSD
820 Mililani Street, Suite 606
Honolulu, Hawaii 96813

Head of Purchasing Agency

Lillian B. Koller, Director
Dept. of Human Services
1390 Miller Street, Room 209
Honolulu, Hawaii 96813

Protest forms and instructions are on the web at: www.spo.hawaii.gov, click *Health and Human Services, Chapter 103F...* and *Forms for Private Providers*. Questions should be directed to the contact person noted in item 9 of the request.

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Published:

Chief Procurement Officer's Comments:

APPROVED DISAPPROVED NO ACTION



Chief Procurement Officer Signature

10/15/03

Date

Please ensure adherence to applicable administrative requirements.

NOTICE OF REQUEST
FOR RESTRICTIVE PURCHASE OF SERVICE
PURSUANT TO HRS §103F-403

Pursuant to §103F-403, Hawaii Revised Statutes and Chapter 3-144, Hawaii Administrative Rules, the Department of the Attorney Human Services, Benefit Employment and Support Services Division, has submitted a request to the chief procurement officer for a restrictive purchase of service for health and human services, and if approved, intends to purchase the service without issuing a request for proposals. (To see the request, go back to the State and County Procurement Notices page and click on “More Info.”)

Any person may file a written protest under the procedures established under Chapter 3-148, Hawaii Administrative Rules, located on the web at <http://hawaii.gov/spo>, click “Statutes and Rules,” then “Chapter 103F, Procurement of Health and Human Services.” Protests shall be hand delivered or postmarked by United States Postal Service within seven days after the date this notice is first published on the Internet. If hand delivered, it must be submitted by 4:30 p.m., Hawaii Standard Time, within seven days from the date this notice is first published. Protests must be submitted to the procurement officer and head of the purchasing agency as specified in the request. Protest forms and instructions are on the web at <http://hawaii.gov/spo>, click on “Health and Human Services, Chapter 103F...,” then “Forms and Instructions for Private Providers/Applicants.” Questions should be directed to the contact person noted in item 9 of the request.