

STATE OF HAWAII

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

STATE PROCUREMENT OFFICE

To: Chief Procurement Officer

From: Dept. of Health/Family Health Services Division/Maternal and Child Health  
Branch/ Healthy Start Program

*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:

<p>1. Title and description of health and human service(s):</p>	<p>Early Identification in civilian birthing hospitals for the Healthy Start Home Visiting program. Systematically identify and intervene early with prenatal women and families with newborns, and/or children under three (3) years of age who are at-risk for child maltreatment, with the intent of reducing the occurrence or reoccurrence of maltreatment among the families receiving services. Contacting and offering free home visiting services to all mothers/families within home visiting program's geographic service area. Of those who express an interest in the home visiting service, screen and assess families utilizing an MCHB approved tool for eligibility for program services. Refer these eligible families to the appropriate home visiting service according to the geographic service area. Refer ineligible families to other community services as appropriate.</p>
<p>2. Provider Name and Address:</p>	<p>YWCA of Hawaii Island 145 Ululani Street Hilo, Hawaii 96720-2947</p> <p>Catholic Charities Hawaii Clarence T.C. Ching Campus 1822 Keeaumoku Street Honolulu, Hawaii 96822</p>
<p>3. Total Contract Funds:</p> <p>Contract Funds per Year (if applicable):</p>	<p>\$1,450,000</p> <p>\$725,000</p>
<p>4. Reference number of Previous Request for this Service (if applicable):</p>	<p>PEH No. 11-15, PEH No. 11-37</p>
<p>5. Term of Contract:</p>	<p>Start: 8/1/11</p> <p>End: 6/30/13</p>
<p>6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:</p>	<p>Prior approval for exempt procurement for Rainy Day funds was granted on 2/2/11. (PEH No. 11-15).PEH 11-37 approved request to increase the contract amount by an additional \$200,000 and to extend the term of the contract per Act 25/SLH 2011 which allows an extension to 6/30/2012. This additional funding was less than the original funding indicated in the original RFP.</p> <p>On June 1, 2011, the Governor approved the release of \$3M per year from the Tobacco Settlement Special Fund. This is a request to extend the exemption granted to contract with YWCA of Hawaii Island and Catholic Charities to expend the Tobacco funds. The contracts for these 2 providers have not yet been executed, but signature by the Director is expected shortly. The Rainy Day funds (\$200,000) are still in place and the soon to be executed contract is in place until 6/30/2012. The Tobacco funds will increase funding (but still less than the original RFP). The Tobacco funds are allocated only for 2 years, until 2013.</p>

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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>MCHB issued an RFP (HTH-560-CT-002) for EID services in September, 2008. YWCA and Catholic Charities submitted proposals and were selected and notified on January 6, 2009. During the contract negotiation period, the program experienced incremental budget restrictions. The RFP was eventually cancelled following the budget restrictions (5/26/09) which closed the program except for 2 sites. Although contracts were never executed because of the subsequent budget restrictions, both agencies have retained employees who are currently trained and possess the skills and credentials to administer the screening and assessment tools for early identification in a hospital setting.</p> <p>MCHB selected these providers because they were selected following a competitive procurement process - even though contracts were not executed. The scope of services remain the same, although the funding source is decreased from the RFP. Because of the time constraints associated with the Rainy Day funds, and Tobacco funds, and the providers' resources in regard to the trained employees they have retained, these providers are the best option available to provide these services. The original term of the contract had it been awarded would have been to June 30, 2014 with the possibility to extend for 2 more years.</p> <p>This request is to extend the exemption approval to increase the contract with Tobacco funding.</p>			
8.	<p>Describe the state agency's internal controls and approval requirements for the exempted procurement: This request is to increase the contract amount by \$725,000.</p>			
9.	<p>List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract: Gordon Takaki, PHAO V</p>			
10.	<p>Direct questions to (name &amp; position):</p> <table style="width: 100%; border: none;"><tr><td style="width: 40%; padding: 5px;">Cindy Hirai, Program Head</td></tr><tr><td style="padding: 5px;">Phone number: 808-733-9042</td></tr><tr><td style="padding: 5px;">e-mail address: cindy.hirai@doh.hawaii.gov</td></tr></table>	Cindy Hirai, Program Head	Phone number: 808-733-9042	e-mail address: cindy.hirai@doh.hawaii.gov
Cindy Hirai, Program Head				
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**I certify that the information provided above is to the best of my knowledge true and correct.**

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

  
\_\_\_\_\_  
*Date*

Loretta J. Fuddy, A.C.S.W., M.P.H.  
\_\_\_\_\_  
*Typed Name*

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**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:

This award is required to be posted on the Awards Reporting System.

APPROVED     DISAPPROVED     NO ACTION

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

9/12/2011  
\_\_\_\_\_  
Date

Please ensure adherence to applicable administrative requirements.