

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

14 JUL 23 10:58

ADMINISTRATION
 STATE PROCUREMENT OFFICE
 STATE OF HAWAII

To: Chief Procurement Officer

From: Labor and Industrial Relations/Office of Community Services
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):	Coordination and human service infrastructure under Community Services Block Grant. Services will include administrative costs for eligible entities, as well as coordinating activities for local human service providers. Funds may also be spent on direct service activities. Outcomes for these activities will be related to the alleviation of poverty among low-income individuals, and are determined through a stringent Needs Assessment to ensure community - based programming
2.	Provider Name and Address:	<p>Honolulu Community Action Program, Inc. 33 South King St., Suite 300 Honolulu, HI 96813</p> <p>Hawaii County Economic Opportunity Council, Inc. 47 Rainbow Drive Hilo, Hawaii 96720</p> <p>Kauai Economic Opportunity, Inc. 2804 Wehe Rd. Lihue, Hawaii 96766</p> <p>Maui Economic Opportunity, Inc. 99 Mahalani St. Kahului, Hawaii 96793</p>
3.	Total Contract Funds:	\$3,517,270
	Contract Funds per Year (if applicable):	
4.	Reference number of Previous Request for this Service (if applicable):	PEH No. 14-04
5.	Term of Contract:	Start: 10/01/14 End: 9/30/15

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6.	Describe how procurement by competitive means is either not practicable or not advantageous to the State: Pursuant to Federal regulations, 90% of the formula block grant in question is required to be granted to eligible entities. In Hawaii, there are currently four (4) eligible entities as listed above. The State of Hawaii does not have final approval authority to designate eligible entities, thus the only providers eligible to receive these funds are the current grandfathered entities. Attached is Section 673 of the Community Opportunities, Accountability, and Training and Educational Services Act of 1998 9(COATS), which states eligibility is limited to those that are eligible entities on the day prior to the enactment of the Act. Eligible entities may also be delegated by process, however the State is not the final approver for the entities. Thus, there are no other possible providers. The Community Services Block Grant is the only grant in the Federal Government with a policy of "categorical eligibility."
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 State does not select providers.
8.	Describe the state agency's internal controls and approval requirements for the exempted procurement: Currently the State is required to monitor and conduct yearly risk assessments of the agencies. However, the State is not allowed to withhold funds from eligible entities. Should any of the agencies be found not to be compliant, the State must initiate a Training and Technical Assistance-based Corrective Action Plan to correct the deficiency without stopping the flow of funding.
9.	List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract: Mila Kaahanui, Executive Director Denise M. Pierson, Procurement Officer
10.	Direct questions to (name & position): Denise M. Pierson, Procurement Officer Phone number: 808-586-8675 e-mail address: denise.m.pierson@hawaii.gov

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



Department Head Signature

Date

Dwight Takamine

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: _____ 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:

This approval is for the procurement process only. Service provider is required to be compliant with applicable laws, and verified on the Hawaii Compliance Express, if applicable. This award is required to be posted on the Awards Reporting System. If there are any questions, please contact Corinne Higa at 587-4706, or corinne.y.higa@hawaii.gov.

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



Chief Procurement Officer Signature

8/6/14

Date

Please ensure adherence to applicable administrative requirements.