

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

14 NOV 25 P 4:00

To: Chief Procurement Officer

From: Department of Human Services/Social Services Division/Purchasing
 Grant Management Unit
Department/Division/Branch or Office

**ADMINISTRATION
 STATE PROCUREMENT OFFICE
 STATE OF HAWAII**

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):	Enhanced Healthy Start (EHS) Services (Statewide) is a home visiting program that supports families with children zero to three years old as well as pre-natal and post-natal mothers. There are two components: 1) Early Identification provides screenings and assessments to identify areas of concern and necessary follow-up care for prenatal and postnatal women and families with children at-risk for sub-optimal health, developmental delay, and maltreatment; and 2) Home Visiting provides developmentally and culturally appropriate services within a family's natural environment focusing on the reduction of parental/environmental stressors, which is directly related to child maltreatment, and increasing healthy, positive parent-child relationships. The service also supports the broader Child Welfare Service goals of safety, permanency, and well-being.
2.	Provider Name and Address:	Please see attached.
3.	Total Contract Funds: Contract Funds per Year (if applicable):	\$1,408,000
4.	Reference number of Previous Request for this Service (if applicable):	PEH No. 14-23
5.	Term of Contract:	Start: 1/1/15 End: 6/30/15

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6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:
EHS services are currently under Exemption PEH 14-23 for the time period of 7/1/14 - 12/31/14.

EHS services originally began when the DHS was a secondary purchaser on the DOH's Healthy Start competitive procurement. The full term of those contracts expired on 6/30/14, however, Exemption PEH 14-23 was approved in 3/14. The Exemption was applied for in order to obtain more procurement planning time, as there were to be significant changes in the then-current specifications, as well as to ensure that there would be no break in services. The plan was that new service contracts would start on 1/1/15.

The RFP was posted on 10/27/14, the RFP VCC was held on 10/31/14, and written questions from the Applicants were due by 11/15/14. When the questions were received it was apparent by the number and range of the questions that posting an RFP Addendum/Addenda would not be enough to address them all and that the RFP, primarily Section 2, needed revisions (further details, clarification, and increased consistency). For this reason the DHS canceled the procurement.

The DHS is in the process of revising Section 2 and plans to post a revised RFP soon, possibly in 12/14, as well as hold another RFP VCC as soon as possible after the posting. The proposals would be due at the end of 1/15 or beginning of 2/15 with RFP evaluation and contract awards, negotiations, and executions to be completed by 6/30/15.

There will be no increase in service funding. The funding amount for the extension period will be the same funding amount that would have been used if the RFP had not been cancelled and the new service contracts had started on 1/1/15.

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:

All current Providers will continue during the extension time period via Supplemental Contracts until the procurement process is fully completed.

8. Describe the state agency's internal controls and approval requirements for the exempted procurement:
The DHS/POS-GMU has direct responsibility for the contracts that provide this service. The current RFP terms still apply. Providers must comply with Federal, State, and DHS statutes, rules, and procedures.

9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Kenwyn Kaahaaina, POS-GMU Program Specialist

10. Direct questions to (name & position):	Kenwyn Kaahaaina
Phone number:	808-586-5706
e-mail address:	kkaahaaina@dhs.hawaii.gov

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



for Department Head Signature

11/25/14

Date

Patricia McManaman

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.

FOR CHIEF PROCUREMENT OFFICER USE ONLY

Chief Procurement Officer's Comments:

This approval is for the procurement process only. Service providers are 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

11/28/14

Date

Please ensure adherence to applicable administrative requirements.

Enhanced Healthy Start - 11/25/2014

Addresses of Contract Providers

Catholic Charities Hawai‘I – Central

Oahu

1822 Keeaumoku Street

Honolulu, HI 96822

Phone: (808) 524-4673

Parents And Children Together (PACT)

– Windward Oahu

1505 Dillingham Blvd #208

Honolulu, Hawaii 96817

Phone: (808) 841-2245

YWCA of Hawaii Island – East Hawaii

145 Ululani St.

Hilo, HI 96720

Phone: (808) 935-7141

Family Support Services - West Hawaii

75-127 Lunapule Rd. Ste. 11

Kailua-Kona, HI 96740

Phone 808-326-7778

Child & Family Service – Leeward

Oahu

91-1841 Ft. Weaver Rd.

Ewa Beach, HI 96706

P: (808) 681-3500

Child & Family Service - Kauai

2970 Kele St. Suite 203

Lihue, HI 96766

Phone: (808) 245-5914

Maui Family Support Services, Inc. -

Maui

1844 Wili Pa Loop

Wailuku, HI 96793

Phone: (808) 242-0900

Molokai Healthy Start - Molokai

107 B Ala Malama

Kaunakakai, HI 96748

Mailing: P.O. Box 1658

Kaunakakai, HI 96748

Phone: (808) 553-8114

Maui Family Support Services - Lanai

730 Lanai Avenue

Lanai City, HI 96763

Mailing: P.O. Box 631043

Lanai City, HI 96763-1043

Phone: (808) 565-7484

TENTATIVE Procurement Timeline – Enhanced Healthy Start - 11/25/2014

Activity	Deadlines
RFI Public Notice Posted - Draft RFP Section 2 posted for 7 calendar days	12/19/2014
RFI Meeting	N/A
Written comments from Providers on the Draft RFP Section 2	12/26/2014
RFP Public Notice Posted	1/23/2015
Distribution of RFP	1/23/2015
RFP Orientation Video Conference - held between 5-15 <u>working days</u> from posting	1/30/2015
Closing Date for submission of written questions for written responses	Questions and comments by 2/4/2015, 4:30 p.m.
State Purchasing Agency's response to the Applicant's written questions	2/11/2015
Discussion with the Applicants prior to Proposal Submittal Deadline (optional)	Optional
Evaluation panel training	2/11/2015-2/27/2015
PROPOSALS SUBMITTAL DEADLINE (29 calendar days from posting date)	2/27/2015
Discussion with the Applicants after Proposal Submittal Deadline (optional)	As needed
Final revised proposals (optional)	As needed
Proposal evaluation period	2/27/2015-3/27/2015
Evaluation panel meeting	3/30/2015-3/31/2015
Provider selection and preparation of Award documents	4/1/2015
Notice of Award	4/3/2015
Contract negotiation; contracts sent to Providers/Providers sign and return to POS	4/6/2015-4/24/2015
Contract routing preparation and routing to AG/FMO/DIR for approvals/signatures	4/27/2015
CONTRACTS START DATE	7/1/2015