

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

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

To: Chief Procurement Officer

From: Dept. of Labor & 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):	Comprehensive Service for Human Trafficking Victims aims to identify human trafficking victims and offer a comprehensive array of restorative services that appropriately address each victim's needs. Also, the goal of the program is to improve the community response to human trafficking victims by conducting training, public awareness and outreach activities.
2. Provider Name and Address:	<p>Susannah Wesley Community Center (SWCC) 1117 Kaili St. Honolulu, HI 96819</p> <p>Legal Aid Society of Hawaii (LASH) 924 Bethel St. Honolulu, HI 96813</p> <p>Pacific Survivor Center (PSC) P.O. Box 3535 Honolulu, HI 96811</p>
3. Total Contract Funds: Contract Funds per Year (if applicable):	\$515,557 (please see attachment for breakdown by year)
4. Reference number of Previous Request for this Service (if applicable):	
5. Term of Contract:	<p>Start: 2/15/2016</p> <p>End: 9/30/18</p>

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6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:
A Request for Information was issued in 2012 when OCS began administering this program. At that time, SWCC, LASH and PSC all responded and were subsequently written into the grant application that was awarded for Federal FY 12-15. A Request for Information was again issued in 2015 for the grant period of Federal FY 16-18, however, no other new organizations responded, therefore the previous providers were named in the grant application.

SWCC, LASH and PSC are named as the continuing providers in the approved/awarded grant application packet that was submitted by OCS to the US Department of Justice, Office of Justice Programs on June 1, 2015, for Federal FY 16-18. In the budget narrative of the grant application packet, these service providers were identified to provide matching funds to the Federal amount being requested.

The initial grant period ended on December 31, 2015, and the providers are still providing services that they are paying for out of pocket. This exemption will allow for a continuance of services since these service providers will provide the same type of comprehensive services to human tracking victims under this new award and will ensure continuity of services without undertaking the burden of transferring current clients to other providers. Also, keeping the current providers will save time and resources spent on training new staff. A change in the providers at this time would force OCS to reapply for the grant, which would result in a lapse of funds and loss of services for this highly disadvantaged population.

Contracts for the current grant period have not yet been awarded.

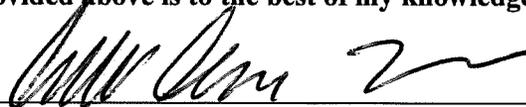
7. Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable:
SWCC, LASH and PSC are currently the service providers for the same grant for Federal FY 12-15. No new providers responded to the RFI for Federal FY 16-18.

8. Describe the state agency's internal controls and approval requirements for the exempted procurement:
The grant is being regulated by Code of Federal Regulations and Office of Justice Programs' Federal Financial Guidelines

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

10. Direct questions to (name & position):	Joy K. Kobayashi, Procurement Officer
Phone number:	808-586-8696
e-mail address:	joy.k.kobayashi@hawaii.gov

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



Department Head Signature

JAN 29 2016

Date

STATE OF HAWAII
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Linda Chu Takayama
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: Sarah Allen, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

Chief Procurement Officer's Comments:

This approval is for the period 2/15/16 to 9/30/18 and for the procurement process only. Each 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

3/30/16

Date

Please ensure adherence to applicable administrative requirements.

	FFY 2016	FFY 2017	FFY 2018
SWCC	\$134,792	\$134,792	\$134,792
LASH	\$20,177	\$20,177	\$20,177
PSC	\$17,550	\$17,550	\$17,550