STATE OF HAWAII

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

'10 MAY 21 A9:07

STATE PROCUREMENT OFFICE
STATE OF HAWAII

To: Chief Procurement Officer

From: DHS/BESSD/ETPO
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): The Department of Human Services seeks to provide statewide case management, employment and support services, through the Department's work program, referred to as First-To-Work (FTW) Program, for two-parent and non-citizen households eligible for Federal and State funded Temporary Assistance For Need Families (TANF). Services to be provided include, but are not limited to, orientations and intakes; assessments and employability planning; barrier assessments and barrier reduction planning; structured job readiness; work placement services; ongoing case management services; and issuance of support services such as child care and transportation which are needed for clients to attain and maintain employment. The purpose of the FTW Program is to provide case management, employment and support services to work eligible individuals of two-parent and non-citizen TANF applicant and recipient households, pursuant to Public Law 104-193, "Personal Responsibility and Work Opportunity Reconciliation Act of 1996," reauthorized by the "Deficit Reduction Act of 2005," and the Hawaii Work Verification Plan, which mandates that TANF recipients meet prescribed work performance requirements and progress towards self-sufficiency.	
2.	Provider Name and Address:	Goodwill Industries of Hawaii, Inc. 2610 Kilihau Street Honolulu, Hawaii 96819
3.	Total Contract Funds: Contract Funds per Year (if applicable):	$90,750
4.	Reference number of Previous Request for this Service (if applicable):	PEH #10-16
5.	Term of Contract:	Start: 7/1/2010 End: 9/30/10

6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:

The above services cannot be interrupted or delayed. Provision of services by the Department is required by statute in accordance with HRS §346-261.

The above services were re-procured and awarded under RFP HMS-903-10-02-S. The awarded contracts were given an effective date retroactive to April 1, 2010 and included a provision to grant the new providers a transition / ramp-up period of three months (not to exceed July 1, 2010).

Currently, GIH provides the entire island of Oahu and East Hawaii under two separate contracts, DHS-08-BESSD-5039 for Oahu and DHS-06-BESSD-3031 for East Hawaii. GIH was awarded a new contract to provide the services for Region 1 which includes East Oahu, Maui and East Hawaii. Parents And Children Together (PACT) was awarded to provide services for Region 2 which includes West Oahu, Kauai, and West Hawaii. PACT currenty does not provide any FTW Program services; therefore, PACT will need to establish their offices for all three geographic locations.

If PACT is unable to establish all their offices by 7/1/2010 for reasons out of their control (e.g. frame-relay installation by HawaiianTel, installation of data-cables by electrical contractor, IT equipment and network connection by OIT, etc.), GIH will need to continue to provide services under the existing contracts to ensure the services are not interrupted. Services under the new contracts will not begin until both contractors, GIH and PACT, are established.

Note: This request is for Contract DHS-06-BESSD-3031 (East Hawaii) only. Contract DHS-08-BESSD-5039 (Oahu) has provisions to extend the contract past the requested period indicated in #5 above.

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:

GIH is the current service provider of FTW Program for two-parent and non-citizen households on Oahu and East Hawaii. GIH has the infrastructure and the program knowledge necessary to continue providing uninterrupted services to clients.

GIH was selected and awarded the contract to provide the services which was procured competitively through RFP HMS-903-05-07-EH.

8. Describe the state agency's internal controls and approval requirements for the exempted procurement:

The contract will be monitored by the Benefit, Employment and Support Services Division (BESSD), Employment and Training Program Office (ETPO). GIH will continue to provide BESSD/ETPO monthly expenditure and performance reports and statistics on clients serviced.

GIH will continue providing services according to the existing contract, DHS-06-BESSD-3031.

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

Scott Nakasone, Acting ETPO Administrator
Catherine Dela Cruz, Program Specialist

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10. Direct questions to (name & position):	Catherine Dela Cruz, Program Specialist
Phone number:	586-7095
e-mail address:	cdelacruz@dhs.hawaii.gov

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

Lillian B Koller 05/17/10
Department Head Signature *Date*

Lillian B. Koller
Typed Name PB 4/28/10

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:

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

Chief Procurement Officer Signature *Date*

Please ensure adherence to applicable administrative requirements.