

09 JUL 31 A9:37

STATE PROCUREMENT OFFICE
NOTICE OF AND REQUEST FOR EXEMPTION
FROM CHAPTER 103D, HRS

- 1. TO: Chief Procurement Officer
2. FROM: Department of Health/Family Health Services Division/MCHB

Department/Division/Agency

Pursuant to §103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

3. Description of goods, services or construction:
The Hawai'i Children's Trust Fund (HCTF) was created by HRS 350B to assure the State of Hawaii's eligibility to receive funds from the Child Abuse Federal Challenge Grant, now titled Community-Based Child Abuse Prevention (CBCAP). HRS 350B establishes the HCTF as a separate fund of the Hawai'i Community Foundation (HCF) with the purpose to strengthen families primarily by the award of grants for primary and secondary prevention activities to prevent child abuse and neglect.

4. Name of Vendor: Hawaii Community Foundation
Address: 1164 Bishop Street, Suite 800
Honolulu, Hawaii 96813
5. Price: \$450,000.00

6. Term of Contract: From: UponApproval To: 06/30/2013
7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:
HRS 350B designates the Department of Health (DOH) to serve as the lead agency for the public sector and the HCF has the responsibility for the expenditure of monies from HCTF including grant making and the administration of the trust fund. HRS 350B established the HCTF as a separate fund of the HCF with the purpose to strengthen families primarily by the award of grants for primary and secondary prevention activities to prevent child abuse and neglect. Previous contracts for these services have been procured for using the 103F process as the HCTF's community-based grant making supports the purchase of community-based, prevention-focused services. Recent notices have included: RH No. 08-15, approved 4/8/08; RH No. 07-26, approved 4/18/07; PEH No. 06-12, approved 10/12/05; and RH No. 07-07, approved 10/16/06.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
The DOH, Maternal and Child Health Branch is the recipient of the federal CBCAP grant whose purpose is to "support community-based efforts to develop, operate, expand, and enhance and, where appropriate, network initiatives aimed at the prevention of child abuse and neglect." As the lead public agency named in HRS 350B, the DOH has allocated a portion of CBCAP funds, since its inception 15 years ago, to the HCTF for community grant making as this is a recognized strategy for fulfilling CBCAP's intent.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
The HCTF community grant making cycle provides up to three years of funding for community grant awards and allows for one year of proposal development and the review and evaluation process. This process is in alignment with the Federal CBCAP award in which funds are received annually and three years provided to obligate the funds and two additional years to liquidate the funds. The services of this contract will be monitored fiscally by monthly invoices and program performance will be monitored by grantee reports, peer review, and site visits.

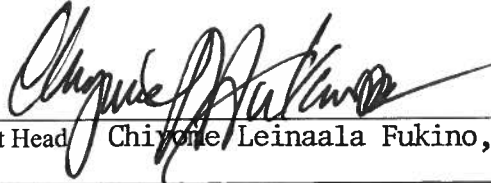
REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:		
Name	Position	Involvement in Process
Helene Kaiwi	Supervisor, FCSS, MCHB	<input type="checkbox"/> Approval <input type="checkbox"/> Administration
Terri Byers	Chief, MCHB	<input type="checkbox"/> Approval <input type="checkbox"/> Administration
Gordon Takaki	PHAO, FHSD	<input type="checkbox"/> Approval <input type="checkbox"/> Administration
Loretta Fuddy	Chief, FHSD	<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration

13. Direct inquiries to:	Department: Department of Health Contact Name: Terri J. Byers Phone Number: 733-4044 Fax Number: 733-9078
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Agency shall ensure adherence to applicable administrative and statutory requirements

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


JUL 29 2009
 Department Head Chiyone Leinaala Fukino, M.D. Date _____

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	15. Date Notice Posted <u>7/31/09</u>
The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from the above posted date to: <p align="right"> Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119 </p>	
Chief Procurement Officer's comments: 	

16. **APPROVED** **DISAPPROVED** **NO ACTION REQUIRED**


11/10/09
 Chief Procurement Officer Date