



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

TO: Chief Procurement Officer

FROM: County of Maui - Housing and Human Concerns
Name of Requesting Department

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

1. Describe the goods and/or services:
Providing case management services to formerly homeless families residing within the Huli'au Affordable Rental Project in Kahului, Maui, Hawaii. Case management includes, but is not limited to: Assisting clients with screening and/or assisting clients in obtaining public benefits eligibility, connecting them to SSI/SSDI Outreach, Access, and Recovery (SOAR) trained case manager as appropriate and available. Connecting them to services that include financial literacy, banking, budgeting, tax preparation, and credit repair. Also, assist clients to connect to educational and vocational opportunities, basic health, mental health, addiction and legal needs. Focus on building competence and confidence through core academic, cognitive, social, emotional and vocational competencies. Help clients build motivation for change by assisting with defining personal values, preferences, and visions for the future by establishing meaningful short and long-term goals. Assisting with building confidence, self-efficacy, and hope. Also, assist clients with connections to childcare services to support employment opportunities.

2. Vendor/Contractor/Service Provider:	Family Life Center, Inc.	3. Amount of Request:
		\$ 146,561.77

4. Term of Contract From: 7/1/2021 To: 6/15/2022	5. Prior SPO-007, Procurement Exemption (PE):
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6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
Continuity of services with the current services provider is the primary reason a competitive process would not be advantageous. It is highly advantageous to remain with the current vendor as the effectiveness of the services rendered is strongly dependent on the building of relationships, rapport, and trust between the provider and clientele. Thus it would be a disservice to all involved to not maintain that continuity of services. Due to administrative error, the original contract was not extended per contract terms and a new contract is now needed.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
The current service provider was originally selected through a competitive process. A Request for Proposal for the contracting of Case Management for the Huli'au Affordable Rental Project was advertised on the County of Maui website. Applicants were selected utilizing a scoring process. The service provider initially selected is the current service provider. When the contract went out for rebid, Family Life Center was the only provider to submit a proposal.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).
 *Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	e-mail address
David Nakama	Homeless Division - Dept of Housing and Human Concerns	808-270-8257	david.nakama@co.maui.hi.us

All requirements/approvals and internal controls for this expenditure is the responsibility of the department. I certify that the information provided above is, to the best of my knowledge, true and correct.

[Handwritten Signature]

10/22/2021

Department Head Signature

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 10/22/21

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

~~State Procurement Office at Hawaii.gov~~ jared.masuda@co.maui.hi.us

Chief Procurement Officer (CPO) Comments:

Approved Disapproved No Action Required

[Handwritten Signature]

Chief Procurement Officer Signature

Date