FEB 9 2017

Waiver approved as requested for the contracts noted below:
Contract #ACFS 12-033/Florence Crittenton Home of Sioux City, IA
Contract #ACFS 12-035/Hillcrest Family Services
Contract #ACFS 12-036/Lutheran Services in Iowa
Contract #ACFS 12-037/Woodward Youth Corporation
Contract #ACFS 12-038/Youth Homes of Mid-America

Ms. Janet Phipps, Director
Department of Administrative Services
Hoover State Office Building
1305 East Walnut Street
Des Moines, IA 50319

Janet E. Phipps
02/15/2017

Dear Director Phipps:

The Department of Human Services (DHS) is seeking a waiver as described in 11 Iowa Administrative Code (IAC) Section 118.16 regarding the contracts for Supervised Apartment Living (SAL).

Specifically, DHS seeks a waiver of the six-year contract limitation set forth in IAC 118.11(3) applicable to service contracts. DHS applies for this waiver because the RFP issued on October 24, 2016 produced unacceptable responses and it is in the best interest of the clients to extend the existing contract for an additional twelve months to complete a new re-procurement process. DHS is actively working on reissuing the RFP and anticipates having new SAL contracts in place within six months, although the 12 months contract extension requested in this letter provides the flexibility that may be needed due to the complexity of reissuing the RFP, evaluating proposals and completing contract negotiations.

The current Supervised Apartment Living contracts were first executed on July 1, 2011 and are set to expire on June 30, 2017. The extension requested is for a maximum period of 12 months, through June 30, 2018.

Please approve a waiver of IAC 118.11(3) on the grounds that it is not in the best interest of the taxpayers to maintain a six-year limit.

Sincerely,

Charles M. Palmer
Director

CMP/sc

cc: Wendy Rickman, ACFS Division Administrator
       Janee Harvey, Child Welfare and Community Services Bureau Chief