



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

*12 NOV -1 A8:31

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Project Kealahou, Child and Adolscnt Mental Health Division
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, services or construction:

Project Kealahou is a 6-year federally funded SAMHSA grant tasked to provide trainings to the System of Care. Part of our service delievery efforts include an evidence-based program called Girls Circle. We would like to request this non-profit organization called One Circle Foundation, who developed the curriculum to train 40 therapists on Oahu to become certified in the Girls Circle curriculum. This will help ensure sustainability for this program element and include system wide stakeholders opportunities for professional development and assist with Project Kealahou. The training sessions would be for a two or three day period in ~~September~~ *December* 2012.

2. Vendor/Contractor/Service Provider:	One Circle Foundation	3. Amount of Request:
		\$ 12,715
4. Term of Contract From: 11/1/2012 To: 12/30/2012	5. Prior SPO-007, Procurement Exemption (PE):	

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:

One Circle Foundation is the developer of the curriculum and have proprietary rights over the materials, so we must contract with this organization to receive proper training, and the official curriculum. They are the only trainers of this curriculum that provide certification upon completion of the training.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

We would like to request an exemption to receive training and certification from the developers of the Girls Circle curriculum.

8. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) completed mandatory training; and 2) who may contact for follow up inquiry, if any.
 (Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
John MacDonald	DOH/CAMHD	808 733-9338	john.macdonald@doh.hawaii.gov
Steven Osa	DOH/CAMHD	808 733-8386	steven.osa@doh.hawaii.gov

**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.**


 Department Head Signature

10/31/12
 Date

For Chief Procurement Officer Use Only

Date Notice Posted: 11/2/2012

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@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is granted for the period 11/01/12 to 12/31/12 and is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov.

Approved Disapproved No Action Required


 Chief Procurement Officer Signature 11/9/2012
 Date