



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

JAN 29 2013

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Project Kealahou, Child and Adolescent 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:
Please see attached.

| | | | |
|---|---|-----------------------|---------------------------------|
| 2. Vendor/Contractor/Service Provider: | Alliant International University's Institute on Violence, Abuse & Trauma ("IVAT") | 3. Amount of Request: | \$ 12,000 |
| 4. Term of Contract From: | 2/19/2013 | To: | 3/31/2013 3/22/13 |
| 5. Prior SPO-007, Procurement Exemption (PE): | | DA 5/12/13 | |

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

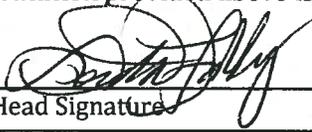
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
We would like to request an exemption to participate as IVAT's co-sponsor and partner in IVAT's conference in Honolulu, entitled "10th Annual Hawai'i Conference: Preventing, Assessing and Treating Child, Adolescent and Adult Trauma".

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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 |
|------------------------------|-----------------|--------------|-------------------------------|
| Steven Osa | DOH/CAMHD | 808 733-8386 | steven.osa@doh.hawaii.gov |
| John MacDonald | DOH/CAMHD | 808 733-9338 | john.macdonald@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.**



1/28/13
 Date

Department Head Signature

For Chief Procurement Officer Use Only

Date Notice Posted: 2/5/13

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 02/19/13 to 03/22/13 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

 3/11/2013
 Chief Procurement Officer Signature Date

1. Describe the good, services or construction:

Project Kealahou ("PK") is a 6-year federally funded SAMHSA grant whose mission is to establish trauma-informed systems that build on the strengths of Hawai'i families and collaborate effectively to nurture positive relationships, emotional well-being, and community connections for girls who have experienced significant trauma issues ("Mission"). In support of PK's Mission, PK is hereby requesting to participate as a co-sponsor and partner with the Alliant International University's Institute on Violence, Abuse & Trauma ("IVAT"), a not-for-profit 501c 3 education institution based in California, for IVAT's conference in Honolulu, Hawaii, entitled "10th Annual Hawai'i Conference: Preventing, Assessing and Treating Child, Adolescent and Adult Trauma" ("Conference"). IVAT will be arranging for speakers and their logistics and helping to organize the programs in conjunction with local planning committees. More specifically, IVAT shall:

- Promote the Conference on the IVAT website, and design promotional and registration materials to disseminate via e-mails and meetings.
- Coordinate with PK regarding speakers and other Conference logistics; help select the topics for the presentations, work with the presenters to obtain necessary bios, descriptions, outlines and objectives, and arrange the travel and hotel logistics.
- Waive twenty (20) full PK Conference registrations and provide a twenty percent (20%) discount on registration fees for other PK's attendees.
- Provide one (1) exhibit space to PK as a co-sponsor.
- Allow up to seventy-five (75) people designated by PK to attend the preconference workshop.
- Pay for the Ala Moana Hotel Facility rental and related expenses, as well as travel expenses for the designated speakers.

In consideration of the above IVAT provided services, PK shall:

- Pay to IVAT the total amount of TWELVE THOUSAND AND NO/100 DOLLARS (\$12,000.00).
- Provide all necessary information for program materials to IVAT.
- Provide volunteers to work at the Conference.
- Provide assistance in promoting the Conference to PK's mailing and email lists, contacts, and other relevant people and agencies.
- Provide audio-visual equipment to use at the Conference, and copy materials as handouts for participants for PK's co-sponsored sessions.

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

PE 13-000K

PK's participation as IVAT's co-sponsor and partner in IVAT's Conference provides PK with a unique opportunity to learn and discuss the latest research, prevention, assessment, and intervention techniques, treatments, and strategies concerning various aspects of child, adolescent and adult trauma and maltreatment, and the long term effects if they go untreated from nationally and internationally recognized presenters and local practitioners.

Further, PK's participation in last years IVAT's "9th Annual Hawai'i Conference: Preventing, Assessing and Treating Child, Adolescent and Adult Trauma" was extremely important and beneficial in helping PK towards achieving PK's Mission. PK's continued participation in this years IVAT Conference will help PK to continue to build upon the knowledge gained from participating in last year's IVAT's "9th Annual Hawai'i Conference: Preventing, Assessing and Treating Child, Adolescent and Adult Trauma".

Moreover, there are no other comparable opportunities available to PK that can provide the same benefits and knowledge in support of PK's Mission as IVAT's Conference.