



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

JAN 29 2013  
13 JAN 30 A8:09

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Project Laulima, 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:	\$ 6,000
4. Term of Contract From:	2/19/2013	To:	<del>3/31/2013</del> 3/22/13 OR 3/12/13
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:  
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".

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.**

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

1/28/13

**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](mailto: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](mailto:bonnie.a.kahakui@hawaii.gov).

Approved

Disapproved

No Action Required

\_\_\_\_\_  
Chief Procurement Officer Signature

3/11/2013  
Date

1. Describe the good, services or construction:

Project Laulima ("PL") is a one-year, SAMHSA funded, implementation grant focused on helping our system of care improve in its ability to provide effective services to youth with co-occurring mental health needs and developmental disabilities ("Mission"). In support of PL's Mission, PL 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 PL 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 ten (10) full PL Conference registrations and provide a twenty percent (20%) discount on registration fees for other PL's attendees.
- Provide one (1) exhibit space to PL as a co-sponsor.
- Allow up to twenty-five (25) people designated by PL 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, PL shall:

- Pay to IVAT the total amount of SIX THOUSAND AND NO/100 DOLLARS (\$6,000.00).
- Provide all necessary information for program materials to IVAT.
- Provide volunteers to work at the Conference.
- Provide assistance in promoting the Conference to PL'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 PL's co-sponsored sessions.

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

PL's participation as IVAT's co-sponsor and partner in IVAT's Conference provides PL with a unique opportunity to learn and discuss the latest research, prevention, assessment, and

PE 13-001K

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