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**STATE PROCUREMENT OFFICE**  
**NOTICE OF REQUEST TO AMEND AN EXEMPTION**  
**FROM HRS CHAPTER 103D CONTRACT**

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: PUBLIC SAFETY / INMATE CLASSIFICATION  
*Name of Requesting Department*

*Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:*

1. SPO-007, Exemption Reference (PE) Number: 12-127dA3
2. Vendor/Contractor/Service Provider Name: Criminal Justice Institute, Inc.
<p>3. Describe the goods, services, or construction:</p> <p>Contract number 61344 executed July 16, 2012. Re-validation of the classification system to assess the validity of the custody assessment instruments for the current PSD offender populations. The validation study to include separate samples stratified by population (jail and prison), gender, and custody assessment (initial vs. reclassification) to address the question of whether the 2006 initial and reclassification instruments provide an accurate assessment of the prisoners' risks. This validation study would also provide the opportunity to test alternative risk factors to potentially improve the predictive power of the custody assessment instruments and refine the classification process.</p>
<p>4. Explain in detail what is being amended:</p> <p>Refer to attached.</p>
5. Amended contract price for this request: \$ <u>No cost extension</u>
<p>6. Explain in detail why the amendment(s) are necessary:</p> <p>Approval of the revalidation results required more time than originally anticipated. This action had delayed the progression of the project for approximately two to three months. An additional three months is being requested for the implementation of changes to the classification instrument on Offendertrak.</p>

7. 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	Email address
Rhonda Sasaki*	ICO	587-1336	rhonda.e.sasaki@hawaii.gov
Marc S. Yamamoto <i>mm 12/20/13</i>	ASO/PC	587-1215	marc.s.yamamoto@hawaii.gov

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

*[Signature]* 12/23/13

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Department Head SignatureDate

**For Chief Procurement Officer Use Only**

Date Notice Posted: 3.5.14

Submit written objection to this notice to issue a sole source 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 to amend the term of the contract to 12/31/14 at no additional cost. This approval is for the solicitation process only, HRS section 103D-310(c) and HAK 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. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file. If there are any questions, please contact Donn Tsuruda-Kashiwabara at 586-0565 or [donna.tsuruda-kashiwabara@hawaii.gov](mailto:donna.tsuruda-kashiwabara@hawaii.gov).

Approved     Disapproved     No Action Required

*[Signature]* 6/30/14

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Chief Procurement Officer Date

Request for No-cost Extension Revalidation Contract #61344

On November 8, 2013, the Department of Public Safety Director Ted Sakai, approved the revalidation results completed by CJI. This was a complex decision as the revised custody distributions will be used to make critical decisions on the number and type of prison beds the Department will require in future years. CJI is now able to proceed with the remainder of the following:

1. Task 3: Present the revalidation findings and recommendations to PSD administrators and staff. This will be completed the week of December 9 to 13, 2013.
2. Task 4: Upon completion of this sit visit, CJI will modify the classification instruments to and incorporate any operational decisions such as the reason for over-rides, which may impact classification decisions. This will involve working with Motorola and PSD to upgrade Offendertrak to reflect all revisions to the classification instruments and over-ride section.

Based on the above, the Department needs to obtain a final price quote for Motorola on the approved changes. This could take up to xxx months. Thereafter it will take approximately 3 months for Motorola to implement the changes.

3. Document the results of the revalidation process and results.

Based on the above, the Department is requesting for a no cost extension from January 1, 2014 to ~~June 30, 2014~~ <sup>December 31, 2014</sup> ~~DAK 6-27-14~~. Unless there are unforeseen circumstances on the part of Motorola, the completion of the revalidation contract should be completed by June 30, 2013 or earlier.