



STATE PROCUREMENT OFFICE  
NOTICE OF REQUEST TO AMEND AN EXEMPTION  
FROM HRS CHAPTER 103D CONTRACT 15 MAY 18 10:45

TO: Chief Procurement Officer  
FROM: Department of Health/FHSD/MCHB/FSVPS  
*Name of Requesting Department*

ADMINISTRATIVE  
STATE PROCUREMENT OFFICE  
STATE OF HAWAII

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: PE10-018Ba
2. Vendor/Contractor/Service Provider Name: Prevent Child Abuse Hawaii

3. Describe the goods, services, or construction: This contract supports the Child Abuse Prevention and Public Awareness requirements for the Federal Community-Based Child Abuse Prevention (CBCAP) grant administered by the Department of Health (DOH). It is expected that services will support public awareness activities such as observance and implementation of the National Child Abuse Prevention Month (including the annual Teddy Bear Drive, the annual Child Abuse Prevention Conference, and the Pinwheels for Prevention events which are proprietary to Prevent Child Abuse Hawaii (PCAH) and the Child Abuse Prevention Planning (CAPP) Council) activities. In addition, year-round family strengthening events such as Family Story Time shall be coordinated statewide. PCAH will also conduct monthly child safety and child abuse prevention meetings, and collect, monitor, and evaluate participants data related to the promotion of strategies to reduce the incidence of child abuse and neglect.
--

4. Explain in detail what is being amended: 1) REQUEST TO EXTEND CONTRACT: Request to extend contract for another year, from July 1, 2015 to June 30, 2016. 2) AMEND CURRENT CONTRACT PRICE: Request to reduce July 1, 2014 - June 30, 2015 exemption amount from \$250,000 to \$190,000. 3) INCREASE CONTRACT PRICE FOR EXTENSION: Request to increase contract price by \$350,000 for period from July 1, 2015 - June 30, 2016, due to an increase in the CBCAP grant award.
---

5. Amended contract price for this request: \$ <u>\$540,000.00</u>
--

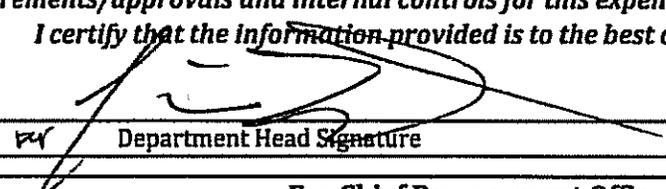
6. Explain in detail why the amendment(s) are necessary: 1) Request to extend PCAH contract to provide continued support and funding for the ongoing work. The MCHB is the recipient of the federal CBCAP grant whose purpose is to "support community-based efforts to develop, operate, expand and enhance, and where appropriate, network initiatives aimed at the prevention of child abuse and neglect (CAN)." This grant specifies that the DOH coordinate/participate in a network whose role is the promotion and observation of Child Abuse Prevention (CAP) Month in April. 2) Decrease the current exemption amount to reflect the final contract price for the current FY15. 3) Increase the exemption amount for the next FY16 period, due to an increase in the CBCAP grant award.
---

11911

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
Lani Sakamoto*	FHSD/MCHB/CBCAP	733-9021	lani.sakamoto@doh.hawaii.gov
Gordon Takaki	FHSD	733-8365	gordon.takaki@doh.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.*

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

\_\_\_\_\_  
 MAY 15 2015  
 Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 5/10/15

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

Chief Procurement Officer (CPO) Comments:

Approval is granted for the period 7/1/2015 to 6/30/2016 at a contract price of \$350,000 and is based on the department's representation that Prevent Child Abuse Hawaii is a community-based organization along with the Child Abuse Prevention Planning Council (CAPP) that has existing planned and developed activities that are proprietary events. No other organization would be able to provide the same recognized community events to meet the child abuse awareness programs to support public awareness activities. This approval 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 provide proof of compliance and may use the Hawaii Compliance Express) and the award is required to be posted on the Awards Reporting System. The department is reminded that the award posting should be done in a timely manner. The previous request, PE10-018Ba4, was approved on April 8, 2014, and the award was posted six months later on October 29, 2014.

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

\_\_\_\_\_  
 6/4/15  
 Date