

**NOTICE OF AND REQUEST FOR
RESTRICTIVE PURCHASE OF SERVICE
PURSUANT TO §103F-403, HRS**

ADMINISTRATION
PROCUREMENT OFFICE

To: Chief Procurement Officer

From: Health/Developmental Disabilities Division (DDD)/Disability Supports Branch
Department/Division/Branch or Office

Pursuant to §103F-403, HRS, and Chapter 3-144, HAR, the department head has made a determination that an adequate basis for a restrictive purchase of services exists and requests approval to make a restrictive purchase for the following:

1.	Title and description of health and human service(s):		
	<p>Provider will develop and implement a plan to address the needs of individuals affected by disorders and disabilities that involve the brain. Education and awareness activities and comprehensive statewide needs assessment shall be targeted to Traumatic Brain Injury (TBI) individuals. Service activities shall include: 1) plan and coordinate all aspects of a Neurotrauma Conference; 2) develop and oversee a TBI Speakers' Bureau to provide community education statewide on a monthly basis at minimum; develop a curriculum on education and awareness on TBI suited for various audiences and covering areas on post acute care after injury, emotions/behaviors, TBI education; conducting and maintaining evaluations of the effectiveness of the TBI Speakers' Bureau presentations; 3) develop, coordinate and maintain a Brain Injury Specialist Program through the American Academy for the Certification of Brain Injury Specialists (AACBIS). The AACBIS is a standing committee of the Brain Injury Association of America (BIAA); and 4) develop a questionnaire pertaining to a need for and utilization of a statewide TBI community needs and resources assessment; design a database that shall include all data fields from the questionnaire; provide a needs assessment report in collaboration with the Developmental Disabilities Division (DDD) and to evaluate the need for and utilization of community resources to serve individuals with TBI.</p>		
2.	Provider Name and Address:	Brain Injury Association of Hawaii, Inc. 2201 Waimano Home Road, Hale F Pearl City, Hawaii 96782	
3.	Total Contract Funds:	\$196,500	
	Contract Funds per Year (if applicable):		
4.	RH No. of Previous Request for this Service (if applicable)		
5.	Term of Contract:	Start: January 1, 2007	End: December 31, 2009
	<p>If the contract term is longer than 1 year, provide justification for the extended term:</p> <p>A two-year contract is necessary to allow the Brain Injury Association-Hawaii (BIA-HI) sufficient time to meet the terms of the contract set forth by the Department. The Department is requiring a Neurotrauma Conference to be planned for 2008. A comprehensive statewide needs and resources assessment requires time to develop a tool in partnership with the Department and the State Traumatic Brain Injury Advisory Board, and develop a process to identify and contact individuals with TBI and their family members. The Department's intention, consistent with HRS 321H, is to get a better understanding of the needs of individuals with brain injury and their families such that planning for a statewide system of supports will include the necessary components to benefit Hawaii's TBI community.</p>		

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6. Describe the circumstances justifying a restrictive purchase:

The provider is the only charter affiliate of the BIAA in the State whose mission is to create a better future through brain injury education, research, and advocacy for individuals living with the disabilities as a consequence of a TBI. BIA-HI is the only organization in Hawaii equipped with the TBI expertise to conduct education and awareness activities and conduct a comprehensive statewide needs assessment. The DDD has partnered with the BIA-HI in the past in promoting and supporting a successful BIA-HI Conference, educating individuals on TBI at various community events through a TBI Speakers' Bureau contract, and partnering with the Defense and Veterans Brain Injury Center to educate military personnel. The BIA-HI also assisted the Department in conducting a statewide TBI needs and resources assessment in 1999 as part of the Department's initiative to apply for, and eventually receive, a Federal TBI Grant.

7. Describe the efforts and results in determining that this is the sole provider who can render services. Include approximate dates:

The DDD has contacted Elzadia Kaina (566-3717) at the Rehabilitation Hospital of the Pacific on October 8, 2006 and Stella Wong (535-0889) at Catholic Charities on October 7, 2006 and they have indicated their lack of personnel to address all the service activities that are mentioned in the contract agreement.

8. List state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Disability Supports Branch Chief (Acting): Jon Kobayashi
Disability Supports Branch, Public Health Supervisor: Aaron Arakaki
Public Health Administrative Officer V: Trudy Murakami
Accountant IV: Javier Aceret

9. Direct questions to (name & position): Aaron Arakaki, Public Health Supervisor

Phone number: 453-6294

e-mail address: aaron.arakaki@doh.hawaii.gov

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I certify that the information provided above is to the best of my knowledge true and correct.


Department Head Signature

DEC 15 2006
Date

Chiyome Leinaala Fukino, M.D.
Typed Name

NOTICE

Pursuant to §103F-403, Hawaii Revised Statutes and Chapter 3-144, Hawaii Administrative Rules, the aforementioned purchasing agency has submitted a request to the chief procurement officer for a restrictive purchase of service for health and human services, and if approved, intends to purchase the service without issuing a request for proposals.

Any person may file a written protest under the procedures established under Chapter 3-148, Hawaii Administrative Rules, located on the web at www.spo.hawaii.gov, click *Statutes and Rules* and *Procurement of Health and Human Services*. Protests shall be hand delivered or postmarked by United States Postal Service within seven (7) days after the date this notice is first published on the internet. If hand delivered it must be submitted by 4:30 PM, Hawaii Standard Time, within seven days after day this notice is first published. Protests must be submitted to the following procurement officer **and** head of the purchasing agency:

Procurement Officer for this Procurement

Aaron Arakaki
Department of Health
Developmental Disabilities Division
Disability Supports Branch
2201 Waimano Home Road, Pearl City, HI 96782

Head of Purchasing Agency

Chiyome Leinaala Fukino, M.D.
Director, Dept. of Health
1250 Punchbowl Street
Honolulu, Hawaii 96813

Protest forms and instructions are on the web at: www.spo.hawaii.gov, click *Health and Human Services, Chapter 103F...* and *Forms for Private Providers*. Questions should be directed to the contact person noted in item 9 of the request.

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FOR CHIEF PROCUREMENT OFFICER USE ONLY

Chief Procurement Officer's Comments:

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APPROVED DISAPPROVED NO ACTION



Chief Procurement Officer Signature

12/27/06
Date

Please ensure adherence to applicable administrative requirements.



"Matsumoto, Lester M."
<lester.matsumoto@doh.hawaii.gov>

12/27/2006 03:56 PM

To <corinne.y.higa@hawaii.gov>

cc

bcc

Subject BIA-HI

Corinne, here is the response back from Rehabilitation Hospital of the Pacific.

As you know, our local resources are very limited, especially for neurotrauma survivors and their caregivers.

I don't know of any resource or organization that can provide the scope of services requested under a single contract agreement.

Please let me know if I can be of further assistance.

Mahalo,

*Elzy Kaina, RN CRRN
Case Manager, TBI Unit
REHAB Hospital of the Pacific*

I hope this suffices. Let me know if you need further assistance or clarification.

Lester M. Matsumoto, MSW
Hawaii State Dept. of Health - Developmental Disabilities Division
Disability Supports Branch
Neurotrauma Supports
2201 Waimano Home Road
Pearl City, HI. 96782-1474
Phone: (808)453-6315 Fax: (808)453-6217
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