

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

'07 APR 10 A9:25

ADMINISTRATION
 STATE PROCUREMENT OFFICE
 1001 BEACH RD

To: Chief Procurement Officer

From: Director of Health/Family Health Services Division/Maternal and Child Health 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):	This service is for the Hawaii Community Foundation (HCF) to administer the grantmaking and distribution of funds received by the Department of Health, Maternal and Child Health Branch (DOH-MCHB) from the 2007 Federal Community Based Child Abuse Prevention (CBCAP) Grant through the Hawaii Children's Trust Fund (HCTF) as directed by HRS §350B.	
2.	Provider Name and Address:	Hawaii Community Foundation 1164 Bishop Street, Suite 800 Honolulu, Hawaii 96813	
3.	Total Contract Funds:	\$350,000	
	Contract Funds per Year (if applicable):	\$116,000 estimated amount, varies each year	
4.	RH No. of Previous Request for this Service (if applicable)	07-07	
5.	Term of Contract:	Start: 03/01/2007	End: 02/28/2011
	<p>If the contract term is longer than 1 year, provide justification for the extended term: The DOH-MCHB seeks to align their contract with the HCF to the CBCAP Grant award structure.</p> <p>The federal CBCAP Grant supports community based efforts to prevent child abuse. Community grantmaking is recognized by the CBCAP program as a strategy for fulfilling its intent. CBCAP funds are received annually and allow three years to obligate awarded money, and an additional year to liquidate funds.</p> <p>The HCTF was created by Hawaii Revised Statute HRS §350B, to assure the State of Hawaii's eligibility to receive funds from the Child Abuse Federal Challenge Grant, now titled the CBCAP Grant. Upon the receipt of each year's award, the DOH-MCHB allocates a portion of CBCAP funds for grantmaking through the HCTF whose fiscal agent is the HCF. The HCTF allows up to three years for each community grantmaking cycle with an additional year for the request for proposal, review and evaluation process.</p>		

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6. Describe the circumstances justifying a restrictive purchase:

HRS §350 names the legal members of the HCTF Partnership. The DOH is named as the lead agency for the public sector and HRS §350B-2 (b), states that the Hawaii Community Foundation shall have the responsibility for the expenditure of moneys from the Hawaii Children's Trust Fund.

The DOH seeks to meet the intent of HRS §350B that authorizes the public and private sectors to work together in securing funds for the HCTF. In the absence of State appropriations, the DOH, as the lead sector agency of the HCTF partnership, fulfills the State of Hawaii's responsibility by seeking and allocating federal CBCAP funds to the HCTF.

The HCF is one of the oldest and largest community foundations in the nation with charitable assets of \$388 million. It is because of HCF's established history as a statewide charitable and grantmaking institution that they were named in HRS §350B as the fiscal agent for the HCTF.

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

With respect to the legal constraints imposed by HRS §350B, the DOH recognizes that to fulfill its legislative role as the public sector partner of the HCTF it must contract with the HCF for community grantmaking.

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

Chief, Maternal and Child Health Branch
Family and Community Support Section Supervisor, Maternal and Child Health Branch
Public Health Administrative Officer, Maternal and Child Health Branch
Accountant, Maternal and Child Health Branch
Public Health Administrative Officer, Family Health Services Division
Accountant, Family Health Services Division

9. Direct questions to (name & position): Althea Momi Kamau, MPH, RN
Chief, Maternal and Child Health Branch

Phone number: (808) 733-4044

e-mail address: momi.kamau@fhds.health.state.hi.us

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


Department Health Signature

APR - 4 2007
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

Althea Momi Kamu, MPH, RN
Department of Health
Maternal & Child Health Branch
3652 Kilauea Ave.
Honolulu, HI 96816

Head of Purchasing Agency

Chiyome Fukino, M.D.
Department of Health
1250 Punchbowl St., Room 326
Honolulu, HI 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.

Published: APR 10 2007

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FOR CHIEF PROCUREMENT OFFICER USE ONLY

Chief Procurement Officer's Comments:

Pursuant to HAR section 3-141-501, Waiver of compliance with administrative rules, this approval waives HAR section 3-144-102(a)(3) contract term from three to four years.

APPROVED DISAPPROVED NO ACTION



Chief Procurement Officer Signature

4/18/07

Date

Please ensure adherence to applicable administrative requirements.

HAWAII CHILDREN'S TRUST FUND

[§350B-1] Definitions. As used in this chapter, unless the context clearly requires otherwise:

"Advisory committee" means the component of the Hawaii children's trust fund coalition that serves in an advisory capacity to the trust fund and the department of health.

"Board" means the Hawaii children's trust fund advisory board.

"Child abuse and neglect" has the same meaning as "child abuse or neglect" as defined in section 350-1.

"Coalition" means the Hawaii children's trust fund coalition.

"Primary prevention" means efforts targeting the general population designed to promote the general welfare of children and families prior to any occurrence of abuse or neglect.

"Secondary prevention" means efforts targeting children and families that are considered, because of their life situations, to be at risk of abuse or neglect.

"Trust fund" or "fund" means the Hawaii children's trust fund. [L 1993, c 336, pt of §2]

§350B-2 Creation of the Hawaii children's trust fund. (a) There is established the Hawaii children's trust fund as a separate fund of the Hawaii Community Foundation, a Hawaii nonprofit corporation. Moneys received from the state, county, or federal government, income tax remittances allocated under section 235-102.5, and private contributions of cash and other property, and the income and capital gains earned by the fund shall constitute the trust fund assets.

(b) The Hawaii Community Foundation shall have the responsibility for the expenditure of moneys from the trust fund for the purposes of this chapter.

(c) The purpose of the trust fund is to strengthen families primarily by the award of grants for primary and secondary prevention activities to prevent child abuse and neglect.

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Any person may file a written protest under the procedures established under Chapter 3-148, Hawaii Administrative Rules, located on the web at <http://www.spo.hawaii.gov/>, click "Statutes and Rules," then "Procurement of Health and Human Services." Protests shall be hand delivered or postmarked by United States Postal Service within seven days after the date this notice is first published on the Internet. If hand delivered, it must be submitted by 4:30 p.m., Hawaii Standard Time, within seven days from the date this notice is first published. Protests must be submitted to the procurement officer and head of the purchasing agency as specified in the request. Protest forms and instructions are on the web at <http://www.spo.hawaii.gov/>, click on "Health and Human Services, Chapter 103F....," then "Forms for Private Providers." Questions should be directed to the contact person noted in item 9 of the request.