

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

To: Chief Procurement Officer

From: Department of Human Services/Social Services Division  
*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): A comprehensive array of Domestic Violence Shelter Services in Kailua for women victims of domestic violence and their children, including piloting para-professional counseling, free food and clothing, referrals to related needed services, a safe home where victims can heal and plan a future course of action, and assistance in locating and transferring into transitional or permanent housing in collaboration with related agencies in the Kailua area.
2. Provider Name and Address: Windward Spouse Abuse Shelter P.O. Box 1955 Kailua, HI 96734
3. Total Contract Funds: \$400,000 Contract Funds per Year (if applicable): \$200,000
4. RH No. of Previous Request for this Service (if applicable)
5. Term of Contract: Start: upon approval End: 6/30/09 If the contract term is longer than 1 year, provide justification for the extended term: It will take longer than one year to fully assess the efficacy of this program. The services will be competitively procured for a contract to begin July 1, 2009 to allow other interested providers in Kailua, if any, to establish services.
6. Describe the circumstances justifying a restrictive purchase: The Windward Spouse Abuse Shelter (WSAS) is the only domestic violence shelter in Kailua with the existing resources (e. g. space, staff, facilities, existing support and networking in the community) and ability to immediately implement a comprehensive array of domestic violence shelter services for women victims of domestic violence and their children. The needed services include para-professional counseling, free food and clothing, referrals to related services, a safe home where victims can heal and plan a future course of action, and assistance in locating and transferring to transitional or permanent safe housing in collaboration with related agencies in the Kailua area.

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7.	<p>Describe the efforts and results in determining that this is the sole provider who can render services. Include approximate dates:</p> <p>The Department has been aware of the program and completed a search for similar programs. DHS records indicated no history of any Division of DHS working with any similar organization with the facilities and resources required to conduct these specific activities in Kailua. All contracts for these services within DHS are administered in the Social Services Division, and DHS has confirmed no pertinent DOH divisions (e.g. Family Health Services, Child and Adolescent Mental Health Division) or other public agencies (e.g. Family Court) contract for these services. The National Center on Domestic Violence confirms that WSAS is the only domestic violence shelter in their registry in Kailua, and the local coalition of domestic violence shelters also confirms that there is no other shelter in Kailua. The Department also consulted with the various service providers in the area (educational/service support programs for battered women, hospitals, etc.) that make referrals for these shelter services, and they verified that there was no other program in Kailua uniquely positioned with the facilities, infrastructure, experience and the required pre-existing connections in the community to immediately provide these services.</p>
8.	<p>List state agency personnel, by position title, who will be involved in the approval process and administration of the contract:</p> <p>Lillian B. Koller, Director of Human Services Ed Igarashi, Fiscal Management Office Administrator Marquis Miyauchi, Administrator, SSD/SSO Amy Tsark, Administrator, SSD/CWSB</p>
9.	<p>Direct questions to (name &amp; position):</p> <p style="text-align: right;">Scott Ray</p> <p>Phone number: 721-6225</p> <p>e-mail address: scott_ray_assoc@yahoo.com</p>

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

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

  
\_\_\_\_\_  
*Typed Name*

10/23/07  
\_\_\_\_\_  
*Date*

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**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](http://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***

Ed Igarashi  
1390 Miller Street, Room 205  
Honolulu, HI 96813

***Head of Purchasing Agency***

Lillian B. Koller  
1390 Miller Street, Room 209  
Honolulu, HI 96813

Protest forms and instructions are on the web at: [www.spo.hawaii.gov](http://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: OCT 25 2007

**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

Chief Procurement Officer's Comments:

APPROVED     DISAPPROVED     NO ACTION

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

11/6/07  
\_\_\_\_\_  
Date

Please ensure adherence to applicable administrative requirements.

NOTICE OF REQUEST  
FOR RESTRICTIVE PURCHASE OF SERVICE  
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Pursuant to §103F-403, Hawaii Revised Statutes and Chapter 3-144, Hawaii Administrative Rules, the Department of Human Services, Social Services Division, 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. (To see the request, go back to the [State and County Procurement Notices](#) page and click on "More Info.")

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.