

STATE OF HAWAII

NOTICE OF AND REQUEST FOR EXEMPTION '08 APR 23 10:58  
FROM CHAPTER 103F, HRS

ADMINISTRATION  
PROCUREMENT OFFICE  
HAWAII

To: Chief Procurement Officer

From: Department of Human Service/Social Services Division/Support Services  
Office

*Department/Division/Branch or Office*

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

1. Title and description of health and human service(s):	
<p>The Children's Justice Act (CJA) provides funds to be used for programs to reform State systems and improve processes by which States respond to child maltreatment cases, particularly child sexual abuse and exploitation, suspected child maltreatment-related fatalities, and maltreatment cases involving children with disabilities or serious health-related problems. The funds are to enable States to deal more effectively with both the child victim and the offender, and to limit additional trauma to the child victim and the victim's family.</p> <p>To be eligible for CJA funds, States must be eligible for the Child Abuse Prevention and Treatment ACT (CAPTA) Basic State Grant and are required to establish and maintain a multidisciplinary task force on children's justice. The Children's Justice Task force is to be comprised of representatives from specified, selected disciplines involved in handling child abuse and neglect (CAN) cases. The State of Hawaii currently meets these requirements.</p>	
2. Provider Name and Address:	Kauai Children's Justice Committee 3094 Elua Street, Lihue, HI 96766 Maui County Children's Justice Committee 1773-A Wili Pa Loop, Wailuku, HI 96793
3. Total Contract Funds:	Kauai \$164,244.00      Maui \$54,748.00 Contract Funds per Year (if applicable):    Kauai \$82,122.00      Maui \$27,374.00
4. Reference number of Previous Request for this Service (if applicable):	PEH No. 06-47
5. Term of Contract:	Start: 7/1/08 End: 6/30/10

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6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:

The State of Hawaii, in order to receive Federal Children's Justice Grant funds, has assured in its statewide plan that it will maintain a Children's Justice Task Force with required multidisciplinary and statewide representation. To meet the multidisciplinary and statewide requirements, the Task Force includes county-based committees.

It is not efficient to design a request for proposal (RFP) for this service because funds are being used to maintain a specific task force that is already in place. The Children's Justice task force is knowledgeable and efficient in carryout its responsibilities mainly due to its involment since the beginning of the award of this grant to the State of Hawaii.

The amount of funds provided through the grant is small due to the fact that the annual amount of \$109,496.00 is divided equally among all islands in the State of Hawaii. Each regional committee has decision making power to use the funds for specific training needs and implementation of programs to improve service delivery.

7. Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable:

The Hawaii statewide task force is made up of representatives from the law enforcement community, criminal and civil court, prosecuting attorneys, child advocates (attorneys for children), private health professionals and representatives from Department of Health (DOH), Branch Chief with DOH Child Adolescent Mental Health Division, Department of Human Services (DHS) Section Administrators, Supervisors of child sexual abuse units, parent group representatives and others.

The statewide task force has committees on each island to meet the unique needs of each geographic area. These committees obtain feedback from public and private service providers about specific training topics and bring in trainers to address these needs. The committees also receive request from public and private service providers to attend national trainings. Funds from the committees are used to cover airfare and the cost of the training. This arrangement is part of the statewide plan and is most efficient due to each task force having knowledge on how to provide services outlined by the statewide task force. This plan was also presented to and has been approved by the Federal Government.

The Kauai and Maui committees have incorporated specifically for the purposes of this grant. The Kauai Children's Justice Committee has agreed to be the fiduciary for Oahu and the Big Island. This agreement is most efficient due to Kauai having appropriate staff and knowledge to carry out this task.

8. Describe the state agency's internal controls and approval requirements for the exempted procurement:

The Department of Human Services, Purchase of Service Unit (POS) has direct responsibility over the contract. The Children's Justice Committees on each island are required to submit semi-annual activity reports and expenditure reports to the POS Unit for review. Expenditure reports are also submitted to the Accounting Department of the Fiscal Management.

An annual report is also provided to the Federal Government in compliance with their requirements.

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

Suzanne Hull, Program Specialist

Randy Fonseca, Administrator, Federal Revenue and Program Support Administrator

Marquis Miyauchi, Support Services Office Administrator

Lillian B. Koller, Director, Department of Human Services

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10. Direct questions to (name & position):	Suzanne Hull
Phone number:	586-5669
e-mail address:	shull@dhs.hawaii.gov

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

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

07/23/08  
*Date*

**Lillian B. Koller**  
\_\_\_\_\_  
*Typed Name*

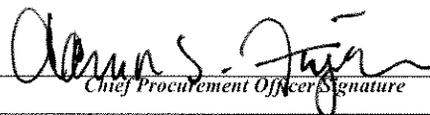
**NOTICE**

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 10 of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

Chief Procurement Officer's Comments:

APPROVED     DISAPPROVED     NO ACTION

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

5/6/08  
*Date*

Please ensure adherence to applicable administrative requirements.