

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

12 JUN 27 P12:37

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

To: Chief Procurement Officer

From: Department of the Attorney General/CPJAD/Grants and Planning 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):	
The U.S. Department of Justice, Office on Violence Against Women's FY 2011 Sexual Assault Services Program (SASP) Formula Grant provides funds to support rape crisis centers and other nonprofit, nongovernmental organizations that provide core services, direct intervention and related assistance to victims of sexual assault. Core services include crisis hot line, crisis intervention and stabilization services, information and referrals, case management, accompaniment and advocacy support, counseling and therapy services.	
2. Provider Name and Address:	Kapiolani Medical Center for Women and Children Sex Abuse Treatment Center (SATC) 55 Merchant Street, 22nd Floor Honolulu, HI 96813
3. Total Contract Funds:	\$156,643
Contract Funds per Year (if applicable):	
4. RH No. of Previous Request for this Service (if applicable)	11-21
5. Term of Contract:	Start: 7/1/12                      End: 7/31/13
If the contract term is longer than 1 year, provide justification for the extended term: SASP federal funds are meant to supplement other funding sources. The extended term allows SATC greater flexibility in determining in which time period funds can be used. The end date is within the federal end date of the grant.	

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6. Describe the circumstances justifying a restrictive purchase:

The SASP formula grant is designed to supplement funding sources that address sexual assault on a statewide basis. SATC is the state master contractor and statewide coordinator for sexual assault victim treatment and prevention services. They work to ensure that comprehensive, coordinated, and standardized care is available to victims of sexual assault across the state. SATC is the only service provider with the experience and capabilities to manage funds directed at supporting statewide core sexual assault services.

In order to complete and submit the grant application to the Office on Violence Against Women, the Department is required to submit letters from the state sexual assault coalition outlining the coalition's commitment to participate meaningfully in the following ways:

- Developing the SASP grant applications; and
- Implementing the State's plan to administer the SASP grant program.

On March 25, 2011, the Department asked members of the Hawaii Coalition Against Sex Assault (HCASA), to review the FY 2011 SASP federal grant application and provide feedback and comments. The application outlined the plan to continue to supplement state funding administered by SATC for several major efforts that address sexual assault in Hawaii. Coalition members, which includes the sexual assault program directors from each county, were also asked to submit letters of support for the application and implementation plan. Comments and feedback were incorporated into the application. In April 2011, the FY 2011 SASP application was submitted which included letters of support from the HCASA members.

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

The FY 2011 SASP application explained that as the statewide coordinator for sexual assault services, SATC works with sexual assault treatment centers to identify community needs, provides guidance regarding resource allocation, monitors sexual assault services in the state and subcontracts funds to treatment centers in all four counties. When funds from any one of the funding streams (state, county, or federal) are reduced, SATC works closely with Hawaii's sexual assault programs to assess the impact that the decreased funding may have on services and to determine the best course of action. In September 2010, SATC convened meetings with the executive directors from each of the sexual assault treatment centers to discuss budgetary reductions and the subsequent impact on service delivery. Participants discussed the full range of funding sources including the state sexual assault services master contract and SASP funding.

On May 14, 2012, the Department surveyed the neighbor island members of HCASA regarding the use of SASP funds and the role of SATC in administering those funds to ensure the best possible coordination of resources and services. It was noted that the SASP formula grant and the state funds are complementary funding sources designed to ensure an accessible and comprehensive continuum of services for sexual assault victims, family members (non-perpetrators), and the community. The member agencies contacted included: the YWCA Empowering Alternatives Program (Hawaii), Child and Family Services Sexual Assault Support Services (Maui), and the YWCA Sexual Assault Treatment Program (Kauai). The responses indicated that SATC is widely recognized as the only entity in Hawaii with the expertise to provide comprehensive sexual assault services with oversight responsibilities and is able to efficiently manage both the state master contract for sexual assault services and the federal SASP grant. One agency said, "SATC continues to do an excellent job. No other organization manages their contracts with us with the same guidance, precision and support." When asked if there is another agency with the capacity and experience to manage statewide services in Hawaii, an agency commented, "No other agency has the expertise or capacity. SATC is vital for assuring quality services."

The importance of coordinating the federal SASP funds with the state funds for sexual assault services was also noted. To be most effective, use of SASP funds should be in-synch with the state funds to the extent allowed by the federal grant's requirement. (For example, the state funds allow prevention

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activities to be funded, the SASP funds do not. Both allow for core intervention and assistance services.) The service providers felt that the SASP funds could be used to fill in at least part of the gap for services created by state and county budget cuts. They could not identify another entity other than SATC that has the expertise and administrative support to ensure that quality, comprehensive, and victim-centered sexual assault services are carried out across the state.

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

Shaleigh Tice, Chief, Grants and Planning Branch

9. Direct questions to (name & position):	Shaleigh Tice
Phone number:	586-1157
e-mail address:	shaleigh.k.tice@hawaii.gov

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

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

JUN 25 2012  
\_\_\_\_\_  
*Date*

David M. Louie  
\_\_\_\_\_  
*Typed Name*

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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***

Shaleigh Tice  
235 S. Beretania Street, Ste. 401  
Honolulu, HI. 96813

***Head of Purchasing Agency***

David M. Louie  
Attorney General  
425 Queen Street  
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:* JUN 28 2012

**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

Chief Procurement Officer's Comments:

This approval is for the procurement process only. Service provider(s) are required to be compliant with applicable laws, and verified on the Hawaii Compliance Express. This award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Corinne Higa at 587-4706, or [corinne.y.higa@hawaii.gov](mailto:corinne.y.higa@hawaii.gov).

APPROVED     DISAPPROVED     NO ACTION

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

7/9/2012  
\_\_\_\_\_  
Date

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Please ensure adherence to applicable administrative requirements.



## Solicitation Number: RH No. 12-13

Department: State Procurement Office

County/Island(s): Statewide

Category (Select One): Health and Human Services

Publication Date: 06/28/2012

Due Date: 07/05/2012 - 16:30PM HST

Solicitation Number: RH No. 12-13

Description: Notice of Restrictive Purchase of Service. Services for victims of sexual assault

Contact Name: Shaleigh Tice

Phone Number: 808-586-1157

E-mail Address: shaleigh.k.tice@hawaii.gov

Comments:

IFB/RFP/RFI,  
Professional Svcs., etc. rh12\_13.pdf  
documents:

### Pre-Bid / Pre-Proposal / Orientation Conference

Conference Scheduled:

Date/Time:

Address:

City:

Zip Code:

Additional Info:

### Addenda

Amended:

Date Last Amended:

Close