

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

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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 2012 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, 22 nd Floor Honolulu, HI 96813 | |
| 3. Total Contract Funds: | \$238,722 | |
| Contract Funds per Year (if applicable): | | |
| 4. RH No. of Previous Request for this Service (if applicable) | 12-13 | |
| 5. Term of Contract: | Start: 7/1/13 | End: 7/31/14 |
| 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 currently 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 April 16, 2012, the Department asked members of the Hawaii Coalition Against Sex Assault (HCASA), to review the FY 2012 SASP federal grant application and provide feedback and comments. The Hawaii Coalition Against Sexual Assault was established to support Hawaii's sexual assault programs. Its members consist of sexual assault centers and service providers across the state. The SASP 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 2012, the FY 2012 SASP application was submitted which included letters of support from the HCASA members.

SATC is the only statewide provider of comprehensive sexual assault services in Hawaii with the necessary expertise to ensure quality assurance and oversight, as well as provide a continuum of services for sexual assault victims

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

The Department of the Attorney General has examined the options available to provide statewide administration of quality, comprehensive, and victim-centered sexual assault services. Potential providers were considered on the basis of whether they currently are a comprehensive sexual assault agency that provides high quality direct services and has developed, implemented, provided oversight, and evaluated statewide protocols for all areas of service. The only organization that meets these criteria is the SATC.

In addition to the feedback received from HCASA members in April 2012 regarding the FY 2012 SASP application, the Department also surveyed neighbor island members of HCASA in June 2013 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. On June 4, 2013, the Department of the Attorney General staff surveyed statewide sexual assault program directors as well as the director of HCASA regarding potential agencies that have the capacity and experience to deliver statewide sexual assault services. The Department sought feedback from the YWCA of Kauai Sexual Assault Treatment Program, Child and Family Services Sex Assault Support Services of Maui, and the YWCA of Hawaii Island Sexual Assault Victim Empowerment program which all provide comprehensive sexual assault services within their respective counties. All four respondents unanimously agreed that SATC was the only agency that could coordinate and provide sexual assault services statewide.

SATC is the only entity that manages the statewide medical-legal standards ensuring responsive, effective and forensically sound service provisions are available to all sexual assault victims across the State of Hawaii. SATC is the only agency in Hawaii with expertise necessary to provide

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comprehensive sexual assault services with oversight responsibilities. The State Procurement Office previously approved the Restrictive Purchase of Service request for SATC to provide the services during fiscal year 2012 and 2013. Additionally, SATC was approved by the State Procurement Office as Master Contractor for comprehensive statewide sexual assault services from 6/1/2006 to 6/30/2013.

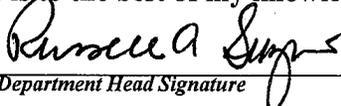
To be most effective, use of SASP funds should be in-synch with the state funds to the extent allowed by the federal grant's requirement. (For example, the state funds allow prevention activities to be funded, the SASP funds do not. Both allow for core intervention and assistance services.) The service 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

6-21-13
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, 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, 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 25 2013

FOR CHIEF PROCUREMENT OFFICER USE ONLY

Chief Procurement Officer's Comments:

This approval is for the procurement process only. Service provider 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.

APPROVED DISAPPROVED NO ACTION


Chief Procurement Officer Signature

7/5/2013
Date

Please ensure adherence to applicable administrative requirements.



Solicitation Number: RH No. 13-10

Department: State Procurement Office
County/Island(s): Statewide
Category (Select One): Health and Human Services
Publication Date: 06/25/2013
Due Date: 07/02/2013 - 16:30PM HST
Solicitation Number: RH No. 13-10
Description: Notice of Restrictive Purchase of Service. Core services, direct intervention and related assistance to 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. rh13_10.pdf
documents:

Pre-Bid / Pre-Proposal / Orientation Conference

Conference Scheduled:

Date/Time:

Address:

City:

Zip Code:

Additional Info:

Addenda

Amended:

Date Last Amended:

Close