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STATE PROCUREMENT OFFICE NOTICE & REQUEST FOR SOLE SOURCE

STATE PROCUREMENT OFFICE
STATE OF HAWAII

- 1. TO: Chief Procurement Officer
- 2. FROM: Department of Human Services, Social Services Division
Department/Division/Agency

Pursuant to §103D-306, HRS, and Subchapter 9, Chapter 3-122, HAR, the Department requests sole source approval to purchase the following:

3. Description of goods, services, or construction:

- 1. Development and implementation of a comprehensive strategy for the evaluation of DHS policies and practices in the administration and monitoring of child welfare services.
- 2. Case review of DHS casework practice related to assessment, case planning and placement of children in foster care.

4. Vendor Name: Child Welfare League of America Address: 440 First Street N.W. Third Floor Washington, D.C. 2001	5. Price: <u>\$119,312.00</u>
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6. Term of Contract: (mm/dd/yyyy) From: <u>09/24/06</u> To: <u>01/31/07</u>	7. Prior Sole Source Ref No. <u>0</u>
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8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities: In April/May 2006 the Child Welfare League of America conducted a series of training workshops on Kinship Care in Hawaii and recommended that DHS research its casework practices in child welfare and develop a methodology of case reviews. Also, DHS Child Welfare Services has recently completed implementation of its federally mandated/approved Program Improvement Plan and must implement several specific objectives related to assessing its current policies and practices in the administration and monitoring of its child welfare services program. Because of the very unique and specific nature of the work involved, DHS has requested the assistance of the Child Welfare League of America, the nation's oldest and largest association of public/private agencies serving families and children and a nationally recognized standard setter for child welfare services.

9. Essential features. How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work: For the past several years DHS has been actively engaged in a variety of activities aimed at improving its child welfare services program. The Child Welfare League has been involved in several of these earlier activities and has developed an intimate knowledge and understanding of some of the unique issues and needs that Hawaii has, particularly in the area of kinship foster care. This proposed contract is yet another effort to improve our child welfare program through more intensive planning, implementation, monitoring and evaluation, and the development of tangible tools and work instruments. Hawaii must continue these efforts in order to assure the highest quality of service to our families and children and to avoid possible federal sanction and the loss of federal funds.

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because: There is no other agency with the extensive knowledge and professional expertise required for this service.

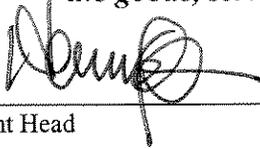
12. **Direct any inquiries to:**
Department: Human Services
Contact Name/Title: Randy Fonseca, Administrator

13 Phone Number:
586-5692
Fax Number:
586-5700

Expenditure may be processed with a purchase order: Yes No If no, a contract must be executed and funds certified.

Agency shall ensure adherence to applicable administrative and statutory requirements.

14. *I certify that the information provided above is to the best of my knowledge, true, correct and that the goods, services, or construction are available through only one source.*



OCT 13 2006

Department Head

Date

Reserved for SPO Use Only

15 Date Notice Posted: 10/13/06

Submit written objections to this intent to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to: Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

16. Chief Procurement Officer's comments:

In discussion with DHS staff, staff clarified that other vendors are available to provide the requested services. DHS staff having previously worked with the specific vendor, determined this organization has extensive knowledge and professional expertise. However, this justification does not fulfill the requirements as a sole source.

17.

APPROVED DISAPPROVED NO ACTION REQUIRED

 10/17/06
Chief Procurement Officer Date