

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

09 JUL 29 A9:34

STATE PROCUREMENT OFFICE  
 STATE OF HAWAII

To: Chief Procurement Officer

From: Department of Health / Adult Mental Health Division / Hawaii State Hospital *g*  
*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):	To provide a full-time Institutional Chaplain to manage and coordinate all pastoral/ministry activities at Hawaii State Hospital (HSH). The provider shall provide confidential counseling, advice and support to patients and their families relative to their spiritual and religious well-being which include, but is not limited to:	
		<ol style="list-style-type: none"> <li>1. Provide religious services upon request by the HSH.</li> <li>2. Be available 24-hours a day to assist HSH staff with the emotional and religious needs of patients and their families.</li> <li>3. Follow-up counseling, support and emergency crisis counseling services as determined by HSH staff.</li> <li>4. Consultation for the HSH's staff concerning patients' religious needs.</li> </ol>	
2.	Provider Name and Address:	Pacific Health Ministry 1245 Young Street, 2 <sup>nd</sup> Floor Honolulu, HI 96814	
3.	Total Contract Funds:	\$387,000 (estimated)	
	Contract Funds per Year (if applicable):	\$129,000 (estimated)	
4.	RH No. of Previous Request for this Service (if applicable)	06-14	
5.	Term of Contract:	Start: Upon Approval End: 6/30/10	With an option to extend for two (2) additional twelve-month periods.
	<p>If the contract term is longer than 1 year, provide justification for the extended term:          HSH has experienced no problems with previous contracts with this provider. The likelihood of finding another provider to provide similar services to HSH is not probable.</p>		

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6. Describe the circumstances justifying a restrictive purchase:

HSH is a psychiatric institution whose patients and staff are of different cultures and religious beliefs. We investigated and have determined that no one individual could provide and satisfy the religious needs of all our patients and their families. Pacific Health Ministry is the only organization who is able and willing to minister and support the multi-religious, multi-cultural, and emotional needs of our seriously mentally ill patients. In addition, they are available around the clock, seven days a week at no additional cost to HSH.

Providing for the religious needs of our patients is a key element in the hospital maintaining its Joint Commission on Accreditation of Healthcare Organizations (JCAHO). Meeting the individual needs of our patients and their religious needs are a major piece in their treatment and recovery.

Pacific Health Ministry offers a diversity of religions, which meet the needs of our multi-cultural and religious population of patients served at the hospital. Other religious organizations, after looking at the diversity of religious services, could not provide the full range of religious services provided by Pacific Health Ministry. They strive to meet the religious needs of all our patients and other organizations could only meet the religious needs of a few patients. We found Pacific Health Ministry head and shoulders above other religious organizations in their abilities to meet the religious needs of our diverse and multi-cultural population. Most organizations contacted were involved with a single denominational approach and lacked the diversity needed to meet the needs of our seriously mentally ill patients at the same time. Pacific Health Ministry has experience dealing with this population and other religious organizations lacked that experience. They are the only organization capable of providing the diversity of religious services needed at HSH.

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

Other services and methods were investigated and one provider cannot service the multi-religious needs of the patients, their families and staff, and provide 24-hour availability to the hospital. Pacific Health Ministry is able to provide all of the needs of the hospital and have additional resources available at no additional cost.

Chaplain services have always been an integral part of HSH services to support the religious and emotional needs of our patients and their families, who come from many cultures and different religious traditions. A central focus at this ministry is to educate the staff in learning to minister to all people of different races and cultures as they face the common crises of life.

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

1. William P. Sheehan, M.D., Acting Chief, Adult Mental Health Division
2. William T. Elliott, Associate Administrator, Support Services
3. Anthony Fraiola, Business Manager

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9. Direct questions to (name & position):	Anthony Fraiola, Business Manager
Phone number:	236-8257
e-mail address:	anthony.fraiola@doh.hawaii.gov

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

  
Department Head Signature

JUL 28 2009  
Date

Chiyome Leinaala Fukino, M.D.  
Typed Name

**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:

<b>Procurement Officer for this Procurement</b> William Elliott Associate Administrator, HSH Mailing Address: 45-710 Keaahala Rd. Kaneohe, HI 96744-3528 Business Address: 45-710 Keaahala Rd. Kaneohe, HI 96744-3528	<b>Head of Purchasing Agency</b> Chiyome Leinaala Fukino, M.D. Director of Health Mailing Address: P.O. Box 3378 Honolulu, HI 96801 Business Address: 1250 Punchbowl St. Honolulu, HI 96813
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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.

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**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

Chief Procurement Officer's Comments:

APPROVED     DISAPPROVED     NO ACTION

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

8/6/09  
\_\_\_\_\_  
Date

Please ensure adherence to applicable administrative requirements.

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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 Health, Adult Mental Health 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://hawaii.gov/spo>, click "Statutes and Rules," then "Chapter 103F, 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://hawaii.gov/spo>, click on "Health and Human Services, Chapter 103F..." then "Forms and Instructions for Private Providers/Applicants." Questions should be directed to the contact person noted in item 9 of the request.