

## STATE OF HAWAII

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

ADMINISTRATION  
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 2014 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 <sup>nd</sup> Floor Honolulu, HI 96813	
3. Total Contract Funds:	\$278,648	
Contract Funds per Year (if applicable):		
4. RH No. of Previous Request for this Service (if applicable)	15-04	
5. Term of Contract:	Start: 07/1/15	End: 6/30/16
If the contract term is longer than 1 year, provide justification for the extended term:		

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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 a letter from the state sexual assault coalition outlining the coalition's commitment to participate meaningfully in the following ways:

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

On January 29, 2014, the Department asked members of the Hawaii Coalition Against Sex Assault (HCASA) to review the FY 2014 SASP federal grant application and provide feedback and comments. HCASA was established to support Hawaii's sexual assault programs and its members include the sexual assault program directors from each county. 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. Comments and feedback were incorporated into the application. In February 2014, the FY 2014 SASP application was submitted which included a letter of support from the HCASA.

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, technical assistance, 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 January 2014 regarding the FY 2014 SASP application, the Department also surveyed the HCASA members (neighbor island sexual assault program directors) and the HCASA director in April 2015 regarding the use of SASP funds and the role of SATC administering those funds to ensure the best possible coordination of resources and services. Those surveyed included Child and Family Services Sex Assault Support Services of Maui, the YWCA of Kauai Sexual Assault Treatment Program, and the YWCA of Hawaii Island Sexual Assault Victim Empowerment program, which all provide sexual assault services within their respective counties. They were asked about potential agencies that have the capacity and experience to deliver statewide sexual assault services. All four respondents (3 agencies plus HCASA Director) unanimously agreed that SATC is the only agency in Hawaii with the expertise necessary to provide comprehensive sexual assault services and to coordinate and oversee statewide services.

The State Procurement Office previously approved the Restrictive Purchase of Services Request for SATC to provide the services during Fiscal years 2013, 2014 and 2015.

To be most effective, the use of SASP funds should be in-sync with the state funds to the extent allowed by the federal grant's requirements. (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

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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:

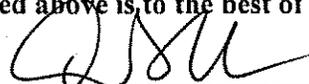
Shaleigh Tice, Chief, Grants and Planning Branch

9. Direct questions to (name & position): Shaleigh Tice, Grants and Planning Branch Chief

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*

MAY 20 2015  
\_\_\_\_\_  
*Date*

Douglas S. Chin  
\_\_\_\_\_  
*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 South Beretania St, Suite 401  
Honolulu, HI 96813

**Head of Purchasing Agency**  
Douglas S. Chin  
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 - 3 2015

**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

Chief Procurement Officer's Comments:

This approval is for the period 7/1/2015 - 6/30/2016 and for the procurement process only. The service provider is required to be compliant with applicable laws, and verified on the Hawaii Compliance Express, if applicable. 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

7/16/15  
\_\_\_\_\_  
Date

Please ensure adherence to applicable administrative requirements.



# Solicitation Number: RH No. 15-08

ID: 5598

Posted by: Corinne Higa

Department: State Procurement Office

County/Island(s): Statewide

Category (Select One): Health and Human Services

Publication Date: 06/03/2015

Due Date: 06/10/2015 - 16:30PM HST

Solicitation Number: RH No. 15-08

Description: Notice of restrictive purchase of services. Sexual assault services program

Contact Name: Shaleigh Tice

Phone Number: 808-587-1157

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

Comments:

IFB/RFP/RFI, Professional Svcs., etc. documents: rh15\_08.pdf

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

Conference Scheduled:

Date/Time:

Address:

City:

Zip Code:

Additional Info:

## Addenda

Amended:

Date Last Amended:

Submission Date: 06/03/2015 - 04:39PM

Last Modified: 06/03/2015 - 04:39PM

