STATE OF HAWAII

NOTICE OF AND REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

'10 MAY 19 A7:57

STATE PROCUREMENT OFFICE
STATE OF HAWAII

To: Chief Procurement Officer

From: Department of Human Service/Social Services Division/Support Services Office
Department/Division/Branch or Office

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

1.	Title and description of health and human service(s): The Children's Justice Act (CJA) provides funds to be used for programs to reform State systems and improve processes by which States respond to child maltreatment cases, particularly child sexual abuse and exploitation, suspected child maltreatment-related fatalities, and maltreatment cases involving children with disabilities or serious health-related problems. The funds are to enable States to deal more effectively with both the child victim and the offender, and to limit additional trauma to the child victim and the victim's family. To be eligible for CJA funds, States must be eligible for the Child Abuse Prevention and Treatment ACT (CAPTA) Basic State Grant and are required to establish and maintain a multidisciplinary task force on children's justice. The Children's Justice Task force is to be comprised of representatives from specified, selected disciplines involved in handling child abuse and neglect (CAN) cases. The State of Hawaii currently meets these requirements.	
2.	Provider Name and Address:	Kauai Children's Justice Committee 3094 Elua Street, Lihue, HI 96766 Maui County Children's Justice Committee 1773-A Wili Pa Loop, Wailuku, HI 96793
3.	Total Contract Funds: Contract Funds per Year (if applicable):	$207,930 $103,965
4.	Reference number of Previous Request for this Service (if applicable):	PEH No. 08-26
5.	Term of Contract:	Start: 7/1/10 End: 6/30/12

6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:

The State of Hawaii, in order to receive Federal Children's Justice Grant funds, has assured in its statewide plan that it will maintain a Children's Justice Task Force with required multidisciplinary and statewide representation. To meet the multidisciplinary and statewide requirements, the Task Force includes county-based committees.

It is not efficient to design a request for proposal (RFP) for this service because funds are being used to maintain a specific task force that is already in place. The Children's Justice task force is knowledgeable and efficient in carrying out its responsibilities mainly due to its involvment since the beginning of the award of this grant to the State of Hawaii.

The amount of funds provided through the grant is small due to the fact that the annual amount of $103,965.00 is divided equally among all islands in the State of Hawaii. Each regional committee has decision making power to use the funds for specific training needs and implementation of programs to improve service delivery.

7. Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable:

Hawaii has statewide Children's Justice Task Force which is comprised of representatives from each of the county/"local" Task Forces. Additionally, each county (Oahu, Maui, Kauai, East and West Hawaii on the Big Island), have Task Forces comprised of representatives from each required CAPTA disciplines. This includes law enforcement, civil and criminal court judges, prosecuting attorneys, defense/parent council, child advocates, Guardian Ad Litems for children, health professionals, mental health professionals (including those working with children with disabilities), Child Protective Services (CPS), parent group representatives, and others. These committees assess and address the system's needs within their communities in partnership with the Children's Justice Centers of Hawaii. They collaborate on training and other activities to improve Hawaii's response to child abuse.

The Kauai and Maui committees have established non-profit, 501c3. The Kauai Children's Justice Committee has agreed to be the fiduciary for Oahu and the Big Island. This agreement is necessary as the Oahu and Big Island (East and West Hawaii) Task Forces are sub committees of their Children's Justice Centers which is a state Judiciary Program. The Kauai Children's Justice Committee has the infastructure, knowledge and staff to carry out the task of fiduciary.

8. Describe the state agency's internal controls and approval requirements for the exempted procurement:

The Department of Human Services, Purchase of Service Unit (POS) has direct responsibility over the contract. The Children's Justice Committees on each island are required to submit semi-annual activity reports and expenditure reports to the POS Unit for review. Expenditure reports are also submitted to the Accounting Department of the Fiscal Management Office.

An annual report is also provided to the Federal Government in compliance with their requirements.

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

Suzanne Hull, Program Specialist
John Walters, Acting Support Services Office Administrator
Lillian B. Koller, Director, Department of Human Services

10. Direct questions to (name & position): Suzanne Hull

Phone number: 586-5697

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e-mail address:	shull@dhs.hawaii.gov

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

Helen B Kelly 05/17/10

Department Head Signature *Date*

Typed Name

NOTICE

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 10 of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

FOR CHIEF PROCUREMENT OFFICER USE ONLY

Chief Procurement Officer's Comments:

☐ **APPROVED** ☐ **DISAPPROVED** ☐ **NO ACTION**

Chief Procurement Officer Signature *Date*

Please ensure adherence to applicable administrative requirements.