

**THE JUDICIARY, STATE OF HAWAII
NOTICE OF REQUEST FOR EXEMPTION
FROM HRS CHAPTER 103F**

TO: Chief Procurement Officer

FROM: First Circuit/Client Services Division Family Drug Court
Name of Requesting Division/Program

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

<p>1. Title and description of health and human service(s): Treatment Services for Family Drug Court clients including Drug and Alcohol treatment evaluations, therapy, Parent Coaching, therapeutic nursery and consultative services. Services are to identify and address mental health issues/needs that may present barriers to the client's recovery and treatment progress. Therapeutic intervention includes individual, couples, and/or family counseling. Due to budgetary constraints, the Zero To Three Court, who is under FDC, has been unable to purchase these services for its clients in the past.</p>	
<p>2. Provider Name and Address: Salvation Army Family Treatment Services 845 22nd Ave. Honolulu, HI96816; and Waianae Coast Comprehensive Health Center 86-260 Farrington Highway Waianae, HI96792</p>	<p>3. Amount of Request: To be determined</p>
<p>4. Term of Contract From: Execution To: 1/31/14</p>	<p>5. Prior Judiciary Procurement Exemption Reference Number (if applicable):</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: The Family Drug Court already has an existing agreement (Contract No. SAFTS J12098and WCCHC J12111) with the two providers which was negotiated in response to our Purchase of Service Request No. J11030 for Health and Human Services dated October 27, 2010. This agreement includes provisions for the services that would be accessed through this exemption. In view of this it would not be feasible or practicable to conduct another solicitation. For these reason we are requesting an exemption. These services would only need to be procured if the Federal Grant being prepared for submittal to SAMSHA through a competitive process in April is granted.</p>	
<p>7. Describe the reason for the selection of the provider including a description of how the procedure, as much as practicable, ensured maximum fair and open competition: The Family Drug Court has an existing agreement with the provider which resulted for solicitation through the Judiciary's RFP No. J11030 with fair and open competition. Services being sought by the FDC are consistent with the existing contracts awarded through this process. All services delivered to date under these contracts have been satisfactory and in accordance with contract terms.</p>	

8. Describe the state agency's internal and approval requirements for the exempted procurement:
Upon contract execution, an orientation will be conducted with the provider by the Family Drug Court Administrator, and the program specialist assigned to the contract. Provider obligations including scope of services, compensation, working agreement terms, reporting and invoicing requirements will be reviewed. Contract terms shall be monitored on an annual basis to evaluate service delivery and compliance to all terms of the agreement. Any reports of contract non-compliance will be investigated and addressed by the program specialist. In addition, any subsequent contract extensions will be subject to the Judiciary's internal approval process.

9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:
Lori Okita, Chief Court Administrator
Janice Yamada, Deputy Chief Court Administrator
Paul Kaneshiro, Fiscal Officer
James Lutte, Family Drug Court Administrator

10. Direct question to: James Lutte
Phone number: 808 534-6601
Email address: James.J.Lutte@courts.hawaii.gov

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

/s/ Lori Okita

03/21/13

Department Head Signature
Chief Court Administrator, First Circuit Court

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: