

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

TO: Chief Procurement Officer

FROM: Second Circuit/Special Services Branch

*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:*

**1. Title and description of health and human service(s):**

Domestic Violence Intervention Services to provide treatment to adjudicated adult offenders to equip them with the knowledge and skills needed to prevent further battering, and to offer alternative cognitive-behavioral skills training that will strengthen their ability to make different behavioral choices and take responsibility for their battering.

**2. Provider Name and Address:**

Parents and Children Together (PACT), Family Peace Center  
1485 Linapuni St., Suite 105  
Honolulu, HI 96819

**3. Amount of Request:**

\$37,500.00 for fiscal year 2018  
(\$3,125.00 per month)

**4. Term of Contract From: 08/01/2017 To: 06/30/2018**

One (1) year

**5. Prior Judiciary Procurement Exemption No.  
(if applicable):**

**6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:**

Judiciary currently has a contract with PACT, contract J16082, for domestic violence intervention services. It was procured through Request For Proposal (RFP) No. J15068. PACT's current contract J16082 does not provide adequate support to cover their operating costs, therefore a request for special funding through the Spousal Child Abuse Special Account was submitted and approved. Due to the manner in which the contract was procured, special funding could not be included in the existing contract. It is not practical or advantageous to procure for this service by competitive means because 1) PACT was the only provider who submitted a proposal under RFP 15068 for the Batterer Intervention Program (BIP) on the island of Maui and is the only provider who provides BIP services to adult offenders on Maui.

**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 provider either meets the minimum qualifications as required by RFP J15068 or has been providing domestic violence services, and is willing to contract to provide domestic violence services for the Second Circuit until such time as an RFP is issued.

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

The exemption request is forwarded by the Program Specialist to the Deputy Chief Court Administrator and/or the Chief Court Administrator. The request is then forwarded to the Financial Services Division for review and posting.

9. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).

\*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Program	Phone Number	email address
Alysha Stephenson*	Client Services/SSB	244-2772	alysha.r.stephenson@courts.hawaii.gov
Kim Cuadro	Client Services/SSB	244-2779	kim.s.cuadro@courts.hawaii.gov
Sandy Kozaki	Second Circuit/CCA	244-2929	sandy.s.kozaki@courts.hawaii.gov

**All requirements/approvals and internal controls for this expenditure is the responsibility of the Division/Program. I certify that the information provided above is, to the best of my knowledge, true and correct.**

/s/ Sandy Kozaki

*Department/Division/Program Head Signature*

06/07/2017

*Date*

**NOTICE**

Date Notice Posted: \_\_\_\_\_

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 9 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: **Chief Procurement Officer – The Judiciary; Financial Services Department; Contracts & Purchasing Office; 1111 Alakea Street, 6<sup>th</sup> Floor; Honolulu, Hawaii 96813-2807.**

**For Chief Procurement Officer Use Only**

Chief Procurement Officer (CPO) Comments:

☐

Approved

☐

Disapproved

☐

No Action Required

---

*Chief Procurement Officer Signature*

*Date*