

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

TO: Chief Procurement Officer

FROM: Adult Client Services Branch  
*Name of Requesting Division/Program*

*Pursuant to HRS § 103D -102 (b)(4) and HAR Chapter 3-120, The Judiciary requests a procurement exemption for the following:*

1. Describe the goods, services or construction: Y 4573, Y4576, Y4606 Clean and Sober Home is a house designed and operated to provide a stable environment of clean and sober living conditions to sustain recovery and that is shared by unrelated adults who: 1) Are recovering from substance abuse and share household expenses. 2) Do not require 24 hour supervision, rehabilitation, or therapeutic services on the premises. 3) Meet applicable laws, codes and rules of the counties and State. Clean and sober housing for adults with serious mental illness and/or adults with serious mental illness who may also have <del>co-occurring alcohol and other drug problems to facilitate a stable transition through various stages of treatment</del>	
2. Vendor/Contractor/Service Provider: A. Oxford House B. Friends for Drug Court C. Po'ailani, Inc.	3. Amount of Request: A. NTE \$25,000 FY B. \$450: Average Monthly Housing Fee per Client C. NTE \$10,000/FY
4. Term of Contract From: To: July 1, 2015 to June 30, 2016	5. Prior Judiciary Procurement Exemption No. (if applicable): None
6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:  A. It is neither practical nor advantageous for the Judiciary to solicit other quotations for this particular service because these type of homes are limited in number throughout the Island of Oahu and for the most part, are operated by individuals in the recovery community. They are unique clean and sober houses in that they adhere to specific county & state zoning codes and each house is financially self-supporting. Each house member is expected to pay their equal share of the monthly expenses. Based on the the limited pool of providers to undergo the full procurement process is impractical.  B. Po'ailani is a program that specializes in treatment for adults with dual-disorders of substance abuse and mental health. They provide residential and intensive outpatient treatment and the clients are able to smoothly transition from residential treatment into outpatient treatment with Po'ailani's community based housing. Po'ailani Inc. offers a continuous and integrated approach of providing co-occurring treatment and housing services in a continuum of care that is community-based and consumer-focused. All of the residents have mental health issues so the housing staff is trained to assist them when crisis occurs.	
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:  A. The process for selecting the contractor is basically through the Oxford House Inc. since they have house standards that support substance abusing offenders in their rehabilitation process. The probation officers have been able to monitor the offender's progress with the collaborative effort of the Oxford House members.  B. The selection process was based on sole provider since Po'ailani Inc.'s housing is an extension of the treatment they provide for program participants. This provider offers a continuous and integrated approach of providing mental health and co-occurring treatment with housing services in a continuum of care for persons participating in Po'ailani's various treatment services that support the client's recovery process.	

8. 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
Jean Oshiro	ACSB	539-4510	Jean.T.Oshiro@courts.hawaii.gov
Janice Bennett	ACSB/Drug Court	441-8901	Janice.S.Bennett@courts.hawaii.gov
Louise Crum	ACSB/MHC	539-4573	Louise.K.Crum@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/ Lauri Okita

\_\_\_\_\_  
*Department/Division/Program Head Signature*

05/18/2015

\_\_\_\_\_  
*Date*

**For Chief Procurement Officer Use Only**

Date Notice Posted: 06/02/2015

Inquiries about this request shall be directed to the contact named in Item 8. Submit written objection to this NOTICE OF REQUEST FOR EXEMPTION within seven (7) calendar days, or as otherwise allowed, from the Date Notice Posted to:

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

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

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*Chief Procurement Officer Signature*

\_\_\_\_\_  
*Date*