

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

TO: Chief Procurement Officer

FROM: Judiciary/Adult Client 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:

<p>1. Title and description of health and human service(s): ACSA - Adult Substance Abuse Treatment Services:</p> <p>A comprehensive evidence-based, offender-oriented , continuum of substance abuse treatment services to adults with alcohol/and other drug problems, who are ordered or directed by the court to obtain substance abuse treatment that results in long-term abstinence and reduces reoffending behaviors. The continuum of services includes the following treatment modalities: substance abuse assessment, substance abuse education, pretreatment/motivational enhancement services, outpatient and intensive outpatient services, day and residential treatments, and therapeutic living programs.</p>	
<p>2. Provider Name and Address: CARE Hawaii, Inc. 875 Waimanu Street, Suite 606 Honolulu, Hawaii 96813</p>	<p>3. Amount of Request: \$200,000</p>
<p>4. Term of Contract From: 07/01/2015 To: 06/30/2017</p>	<p>5. Prior Judiciary Procurement Exemption No. (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:</p> <p>It is not practicable or advantageous for the Program to procure by competitive means because Judiciary procured for Adult Substance Abuse Treatment Services (ASATS) through RFP J15068 and all eligible Providers were awarded a contract, including Care Hawaii. The additional services needed from Care Hawaii are to ensure Judiciary clients receive treatment. If CARE Hawaii does not provide these services, the existing Providers will not be able to handle the increased caseload. Our ASATS larger contracts provide primarily residential treatment services while our smaller contracts provide outpatient and intensive outpatient services along with assessments and therefore, do not have the capacity for an increased caseload. Also, CARE HAWAII has been providing superior services for cognitive interventions according to the CPC assessment.</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:</p> <p>Judiciary procured for Adult Substance Abuse Treatment Services through RFP J15068 and all eligible Providers were awarded a contract, including Care Hawaii. CARE Hawaii was chosen because our other existing contracts can not handle an increased caseload. Our larger Adult Substance Abuse Treatment Services contracts provide primarily residential treatment services while our smaller Adult Substance Abuse Treatment Services contracts provide outpatient and intensive outpatient services along with assessments and therefore these Providers do not have the capacity for an increased caseload. Also, CARE HAWAII has been providing superior services for cognitive interventions according to the CPC assessment.</p>	

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

Upon execution of the contract, the program specialist will meet with the provider to review the provider's obligations including the scope of services, compensation, working agreement terms, reporting and invoicing requirements. Contract terms shall be monitored on an annual basis to evaluate the 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. 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
Cheryl R. Marlow	Deputy Chief Court Administrator	954-8220	Cheryl.R.Marlow@courts.hawaii.gov
Jean Oshiro	First Circuit/Adult Client Services	(808) 539-4510	Jean.T.Oshiro@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/ Cheryl Marlow

Department/Division/Program Head Signature

10/22/2015

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, 6th 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