

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

TO: Chief Procurement Officer

FROM: ICRD/Children's Justice Centers (CJCs) of Hawaii  
*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): Catholic Charities Hawaii (CCH) provides specialized treatment services for sexually reactive children/youth and their families.</p>	
<p>2. Provider Name and Address: Catholic Charities Hawaii 1822 Keeaumoku Street, Honolulu, HI 96822</p>	<p>3. Amount of Request: \$10,000</p>
<p>4. Term of Contract From: 07/01/2019 To: 06/30/2020</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable): JE19-04</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: Treatment services for sexually reactive children/youth and their families are needed in two geographical locations (First Judicial Circuit - Oahu) and (Third Judicial Circuit - Island of Hawaii). These clinical, therapeutic treatment services requires one provider to ensure quality assurance and consistency in delivery. Treatment of sexually reactive children/youth, especially during an investigative crisis period, are highly specialized with limited qualified providers available. Catholic Charities Hawaii (CCH) has provided these services on Oahu and Hawaii island. A new contract with this Provider will enable essential services to continue. Catholic Charities Hawaii (CCH) has been the provider of this services for many years via an RFP process. During this prior procurement, no other provider demonstrated capacity to serve clients on both Oahu and Hawaii Island. CCH has established programs with specialized skills and expertise to serve this required population on Oahu and Hawaii Island.</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: Catholic Charities Hawaii (CCH) has been the provider of this services for many years via an RFP process. During this prior procurement, no other provider demonstrated capacity to serve clients on both Oahu and Hawaii Island. CCH has established programs with specialized skills and expertise to serve this required population on Oahu and Hawaii Island.</p>	

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

A formal request is submitted and reviewed by Judiciary Administration, including Chief Procurement Officer. A notice of this request for the exemption procurement shall be posted for 7 days to the public.

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
Jasmine Mau-Mukai	ICRD/CJCs of Hawaii	534-6700	jasmine.m.mau-mukai@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/ Susan Gochros

*Department/Division/Program Head Signature*

02/15/2019

*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*