

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

TO: Chief Procurement Officer
FROM: First Judicial Circuit Family Drug Court/Brenda Afoa-Program Manager
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: Emergency housing for clients and children in the First Circuit Family Drug Court	
2. Vendor/Contractor/Service Provider: The Salvation Army - Ke Ola Pono 845 22nd Avenue Honolulu, Hawaii 96816	3. Amount of Request: Est. 10000.00 (ten thousand)
4. Term of Contract From: 07/01/19 To: 06/30/20	5. Prior Judiciary Procurement Exemption No. (if applicable): JE19-17
6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: The FDC is requesting exemption of our emergency housing contracts from the procurement provisions outlined in HRS 103D. The transitional homes provided by Salvation Army Family Treatment Services are the only provider for both women and children that offers a continuum of care and bridges the gap to support women with their children in early recovery to reenter the community after completing residential treatment by providing clean and sober housing, additional case management services and permanent housing placement services. Having access to clean and sober housing will help our program preserve families by helping our clients reach their sobriety goals and help our program reach overall child safety goals.	
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider Possible vendors were contacted by FDC to provide emergency housing services for our clients that are in recovery and in need of stable clean and sober living and the Salvation Army Family Treatment Services are the only provider that keep women and children together during treatment for sobriety.	

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
Reid Iwamoto	Fiscal	954-8268	Reid.T.Iwamoto@courts.hawaii.gov
Brenda Afoa	Family Drug Court	534-6604	Brenda.F.Afoa@courts.hawaii.gov
Cheryl Marlow	Administrator	954-8220	Cheryl.R.Marlow@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.

Cheryl Marlow

Department/Division/Program Head Signature

5/22/19

Date

For Chief Procurement Officer Use Only

Date Notice Posted: _____

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, 6th Floor
 Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date