

THE JUDICIARY, STATE OF HAWAII
NOTICE OF REQUEST TO AMEND AN EXEMPTION
FROM HRS CHAPTER 103D CONTRACT

TO: Chief Procurement Officer

FROM: The Judiciary, First Circuit Court, Adult Clients Services Branch
(Name of Requesting Division/Program)

Pursuant to HRS § 103D -102 (b)(4) and HAR Chapter 3-120, The Judiciary requests to amend an exempt contract as follows:

1. CP-3, Exemption Reference (JE) number: JE23-19; JAE23-03; and JAE23-06
2. Vendor/Contractor/Service Provider Name: Cordant Health Solutions
3. Describe the goods and/or services: The Judiciary was awarded the Comprehensive Opioid, Stimulant, and Substance Abuse Site-Based Program (COSSAP) grant. As stipulated in the the grant, the Adult Client Services Branch (ACSB) will enhance their drug testing practices by piloting a virtual oral drug testing program to better serve ACSB clients who face barriers to in-person drug testing. A video-observed oral fluid (saliva) drug testing program that allow the ACSB to monitor their client's compliance with treatment plans and probation conditions. The non-invasive and easily observed oral fluid collection can be done conveniently and in the client's home. The entire collection process is conducted under video by a remote collection specialist and/or a ACSB staff member. This allows for continuity of care when in-office testing may not be available, ensuring a client's compliance with their treatment plan/s and court conditions.
4. Explain in detail what is being amended: Amend Term of contract. Original term of contract was 11/30/2022 to 9/30/2024. The extended contract term will be from 10/01/2024 to 9/30/2025. Amend Compensation and Payment Schedule to reflect the total of \$63,533.39 grant budget modification allotment for the contract term. Amend Scope of Services to reflect the cost of test kits that increased from \$11 per test kit to \$12 per test kit.
5. Amended contract price for this request: Total amount of contract is \$63,533.39.

6. Explain in detail why the amendment(s) are necessary:

The Bureau of Justice Assistance (BJA) granted the Judiciary a 1-year extension of the Comprehensive Opioid, Stimulant and Substance Abuse Program (COSSAP) grant. The BJA also approved budget modification re-allotting funds for at total of \$63,533.39 for the term of the grant, which will end on 9/30/2025.

7. 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
Alysa Makahanaloa*	First Circuit Court, Adult Client Ser	539-4557	Alysa.k.Makahanaloa@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/ Brook Mamizuka

Department/Division/Program Head Signature

8/28/24

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

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No Action Required

Chief Procurement Officer Signature

Date