



Office of the Administrative Director – Financial Services Department

THE JUDICIARY • STATE OF HAWAII • 1111 ALAKEA STREET, 6TH FLOOR • HONOLULU, HAWAII 96813-2807
TELEPHONE (808) 538-5800 • FAX (808) 538-5802

Rodney A. Maile
ADMINISTRATIVE DIRECTOR

Terri L. Gearon
FINANCIAL SERVICES DIRECTOR

Daylin-Rose H. Heather
DEPUTY ADMINISTRATIVE DIRECTOR

Date: June 6, 2025

To: All Interested Providers

From: Terri Gearon, Financial Services Director /s/ Terri Gearon
The Judiciary, State of Hawaii

Subject: **Request for Information for Health & Human Services (103F, HRS) for
Big Island Drug Court: Kona Women's Court, Women's Behavioral Health
Beds
RFI J26105**

The Judiciary, State of Hawaii issues this Request for Information (RFI) pursuant to Chapter 103F, Hawaii Revised Statutes, to seek information and recommendations from interested providers for the planned purchase of Health and Human Services for The Judiciary, Third Circuit, Big Island Drug Court: Kona Women's Court, Women's Behavioral Health Beds.

Description of the goals of the service

To facilitate effective treatment, recovery, and case management, it is essential to have safe, transitional beds available in a facility or home (approximately 3-6 beds) that will provide support staff to supervise and help women address substance use issues and facilitate mental health treatment, including crisis stabilization and medication compliance, dedicated to the Women's Court. This behavioral health beds service would ensure that the highest-risk women have access to secure, women-only housing where they can receive support for all of their needs. Women with custody of children will also be considered on a case by case basis.

Description of the target population to be served

Priority One: Women currently enrolled in the Kona Adult Drug Court program

Priority Two: Women under probation supervision, Intake Services, or other justice-involved women identified as needing mental health services, referred by the Drug Court Coordinator.

Geographic coverage of service

Kona Courthouse Justice Involved Women: Third Circuit - Island of Hawaii

General Requirements

A. Specific qualifications or requirements, including but not limited to licensure or accreditation.

1. The applicant shall have licenses and certificates, as applicable, in accordance with federal, state and county regulations, and comply with all applicable Hawaii Administrative Rules.
2. The applicant must have demonstrated competence or qualifications to perform the required services and shall have a minimum one year experience in the provision of services.
3. The applicant must have an accounting system, with acceptable accounting practices and standards.
4. The proposed service must meet all required state licensing or certification standards and provide assurances of fair hearing and grievance procedures for clientele, civil rights compliance, information safeguarding practices, and proof of insurance coverages as applicable. Applicant must also demonstrate a commitment to comply with PREA standards.
5. The applicant shall submit in a timely manner upon request by the Judiciary, any additional information needed by the Judiciary to make a decision on the applicant's proposal. The Judiciary may request an oral discussion or presentation in support of the proposal. On-site visits may be made.
6. The applicant shall comply with Chapter 103F, HRS Cost Principles for Purchases of Health and Human Services identified in SPO-H-201 (Effective 10/01/98), which can be found on the SPO website (See Section 5, Proposal Application Checklist, for the website address).

Scope of Work

The scope of work encompasses the following tasks and responsibilities:

A. Service Activities (Minimum and/or mandatory tasks and responsibilities)

The awarded provider will provide the following:

Operate a safe, trauma-informed, and gender-responsive facility that provides stabilization beds for justice-involved women referred by the Drug Court Coordinator

Maintain a recovery-oriented environment that is free from alcohol, drugs, and violence.

Ensure staff are trained in trauma-informed care and capable of managing acute behavioral health needs of referred Justice Involved Women.

Accept referrals from the Drug Court Coordinator, Women's Mental Health Professional and Judiciary probation staff, and facilitate timely admissions when space is available.

Provide basic daily living supports such as meals, hygiene, structure, and supervision to promote stabilization.

Deliver psychoeducational and supportive services (e.g., peer support, emotional regulation).

Facilitate participant engagement in external treatment, including mental health and substance use services, as coordinated with partnering providers.

Collaborate with Judiciary probation staff, the Women's Mental Health Provider, and community partners to develop short-term stabilization and discharge plans.

Assist with transitions to longer-term housing, treatment, or community-based recovery supports.

Provide 24/7 staffing for supervision, safety, and access to immediate support.

Maintain clear policies for emergency management, relapse protocols, and coordination with Judiciary during incidents.

Coordinate participant length of stay in partnership with the Mental Health Provider and Judiciary Probation Staff; final decisions will rest with the Drug Court Coordinator if consensus cannot be reached.

Track and report outcomes, including admissions, services received, length of stay, and stabilization results.

Provide or coordinate with licensed prescribers for psychiatric medication management as needed.

Ensure continuity of care through collaboration with other medical, case management, and mental health providers.

Submit monthly service/census reports and participate in quarterly quality review meetings with Drug Court Coordinator.

Attend weekly or bi-weekly Drug Court staffing meetings, when invited by the Drug Court

Coordinator.

Provide concise updates on participant progress.

Offer insight and testimony to the Court, when appropriate.

Demonstrate cultural competence with Native Hawaiian, Pacific Islander, and other local communities.

Incorporate or collaborate with cultural practitioners as appropriate.

Submit de-identified data and reports upon request by the Drug Court Coordinator.

Providers must submit **quarterly reports and annual reports**.

Reports must be timely and follow Judiciary formatting standards.

Maintain clear communication and coordination with the Women's Mental Health Professional and other Women's Court service providers, Judiciary probation officers and the Drug Court team.

Actively participate in multidisciplinary meetings, events, trainings, evaluations and case planning efforts.

Priority One: Provide timely services for all Priority One Women currently enrolled in the Kona Adult Drug Court program

Priority Two: Provide flexible capacity for women under probation supervision (non Drug Court Women), Intake Services, or other justice-involved women identified as needing timely services listed above, including at the jail, at the courthouse, or in the community,

Selection Considerations:

Applicants with demonstrated experience serving justice-involved women using trauma-informed models will be scored higher.

Providers offering greater bed capacity or service reach will be rated more favorably.

Cultural competence—particularly experience with Native Hawaiian and Pacific Islander women—will be prioritized.

Proposals should demonstrate strong collaboration practices with Judiciary staff and Drug Court teams.

Bonus Points will be awarded to programs with the ability and capacity to serve

parenting women with infants and babies.

Written comments in response to the RFI shall be emailed to the Mr. Grayson Hashida at Grayson.K.Hashida@courts.hawaii.gov.

The deadline for the receipt of comments is **12:00 p.m., HST, on Friday, June 20, 2025.**

PLEASE NOTE:

- Participation in the RFI is optional and is not required to respond to any subsequent procurement action a purchasing agency may take. Neither the purchasing agency nor interested parties responding have any obligation under the RFI.
- Neither the Judiciary nor any interested party responding to the RFI has any obligation under this process.
- The purchasing agency reserves the right to adopt or not adopt any recommendations presented in response to the RFI.
- This RFI does not commit the Judiciary to solicit or award a contract or to pay any costs incurred in the preparation of the information submitted. The Judiciary reserves the right to accept, reject, or utilize without obligation, any information submitted in response to this request.