

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

TO: Chief Procurement Officer

FROM: Second Circuit/Administrative Services Division
(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: Vendor provides services to maintain video surveillance and Fire Alarm equipment to adequately sustain the court operations at Lahaina District Court.	
2. Vendor/Contractor/Service Provider: Honeywell International, Inc.	3. Amount of Request: \$28,020.00 plus tax
4. Term of Contract From: 05/15/13 To: 5/14/14	5. Prior Judiciary Procurement Exemption n/a
6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: This vendor is considered sole source, in that all of the equipment originally installed was manufactured by Honeywell and the technicians are factory trained to exclusively work only on this type of equipment.	
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: Contractor/Vendor has been selected by prior Administration. History of this event is unavailable.	

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
Terri Gearon	Fiscal Branch	808-244-2994	Terri.L.Gearon@courts.hawaii.gov
Sandy Kozaki	Second Circuit Court	808-244-2929	Sandy.S.Kozaki@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/ Sandy Kozaki		5/6/13	
_____ Department/Division/Program Head Signature		_____ Date	

For Chief Procurement Officer Use Only

Date Notice Posted: 6/4/13

Inquiries about this request shall be directed to the contact named in no. 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