

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

TO: Chief Procurement Officer

FROM: Office of the Deputy Chief Court Administrator-First Circuit
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:

The National Council of Juvenile and Family Court Judges (NCJFCJ) was contracted on July 1, 2012 to conduct a statewide hearing quality assessment to assist the Hawaii State Judiciary in developing performance measures aimed at meeting the requirements of the Court Improvement Program(CIP). NCJFCJ has completed three reports. NCJFCJ is completing the Parent Representation Study, Youth Engagement, and training to the Enhanced Resource Guidelines. NCJFCJ plans to expand their work on the training, quality legal representation, and come up with a strategic plan.

2. Vendor/Contractor/Service Provider:

National Council of Juvenile and Family Court Judges(NCJFCJ)
300 E. Second Street Suite 1500
Reno, Nevada 89557

3. Amount of Request:

NTE \$65,000.00

4. Term of Contract From: 07/01/2017 To: 06/30/2018

5. Prior Judiciary Procurement Exemption No.
(if applicable):

JE17-18

6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:

Judiciary has an existing contract with National Council of Juvenile and Family Court Judges(NCJFCJ) which was negotiated to conduct a statewide assessment which include three phases(i.e. Baseline Assessment, Recommendation Implementation, and Improvement Assessment). NCJFCJ is aware of the Hawaii State Judiciary process as they have completed statewide site visits and reports. NCJFCJ is well aware of the CIP expectation. NCJFCJ have collaborated with the Department of Human Services, Family Court statewide, and other stakeholders. In light of this, it would not be feasible to conduct another solicitation. Therefore, we are requesting an exemption from the provision of 103 D.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

NCJFCJ is well established and is aware of the Court Improvement Program (CIP) as well as the Family Court Statewide system. NCJFCJ completed Phase I(Baseline Assessment), Phase II(Recommendation Implementation) and Phase III (Improved Assessment). In addition, NCJFCJ continues to work with Family Court in regards to Parent Representation and Family Court data. Continuing with NCJFCJ minimizes training of a new contractor with the Court system and Court Improvement Program (CIP) expectations.

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
Gordean Akiona	Dep. of the Chief Ct. Adm. Off.	954-8221	Gordean.L.Akiona@courts.hawaii.gov
Cheryl Marlow	Deputy Chief Court Administrator		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.

/s/ Cheryl Marlow

Department/Division/Program Head Signature

05/05/2017

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