

THE JUDICIARY, STATE OF HAWAII

NOTICE OF REQUEST FOR EXEMPTION

FROM HRS CHAPTER 103D

TO: s Chief Procurement Officer

FROM: s ICRD/Children's Justice Centers of Hawaii
 s *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:

<p>1. Describe the goods, services or construction: <u> s </u></p> <p>Word Systems, Inc. iRecord, purchase of two (2) portable recording equipment systems for the Children's Justice Center of East Hawaii and the Children's Justice Center's satellite interview room on Lanai.</p>	
<p>2. Vendor/Contractor/Service Provider:</p> <p>Word Systems Inc. (iRecord) 9225 Harrison Park Court Indianapolis, IN 46216</p>	<p>3. Amount of Request:</p> <p>\$19,787.00</p>
<p>4. Term of Contract From: 08/01/2017 To: 07/30/2018</p>	<p>5. Prior Judiciary Procurement Exemption <u> s o. s </u> (if applicable):</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: <u> s </u></p> <p>It is not practicable or not advantageous for the Program/Division to procure by competitive means because the original digital interview recording management systems, including both hardware and software were installed in all nine (9) CJC locations statewide by the current vendor, Word Systems Inc. (iRecord).</p> <p>The two (2) portable recording equipment systems will need to be compatible with the existing nine (9) digital interview recording management systems that are currently in use. It is vital that all digital interview recording management systems are consistent, especially if it needs to be defended in court should the case go to civil or criminal trial. Also, for troubleshooting and ease of use, the current staff and investigators are quite proficient in using the existing nine (9) recording equipment. This includes problems recording child abuse victim interviews and making copies of the DVD interviews. Any problems can have major negative impact on cases, adding more trauma to victims and compromising access to justice for parties.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: <u> s </u></p> <p>Word Systems, Inc. (iRecord) would be the only suitable vendor with the proper training and expertise able to service and maintain both the hardware and software of the system and will insure the system works properly. It is vital to maintain the high level of service and quality of both the hardware and software, as such Word Systems, Inc. (iRecord) will be able to provide such quality due to the knowledge of the system and understanding of how critical the systems are to CJC Hawaii purpose.</p>	

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated m procurement authority and completion of mandatory training required).

*Point of contact (Place asterisk after name of person to contact for additional information).

Name w	Division/Program w	hone w Number w	email address w
Jasmine Mau-Mukai	Children's Justice Centers of HI	534-6701	Jasmine.M.MauMukai.courts.hawaii.g

All requirements/approvals and internal controls for this expenditure is the responsibility of the Division/Program. w
I certify that the information provided above is, to the best of my knowledge, true and correct. w

/s/ Susan Gochros

07/07/2017

Department/Division/Program Head Signature m m m m m Date

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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 M
1111 Alakea Street, 6th Floor M
Honolulu, Hawaii 96813-2807 M

Chief Procurement Officer (CPO) Comments:

☐

Approved

☐

Disapproved

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No Action Required m

Chief Procurement Officer Signature

Date