

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

TO: Chief Procurement Officer

FROM: Family Court / First Circuit Court
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: s Purchase of various food and/or food related items for the various Oahu Juvenile Detention Facilities	
2. Vendor/Contractor/Service Provider: s Various Vendors (See attached list)	3. Amount of Request: Amount not to exceed \$55,000 per listed vendor
4. Term of Contract From: 07/01/2017 To: 12/31/2017	5. Prior Judiciary Procurement Exemption (if applicable):

6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:
It is not practicable or not advantageous for the Program/Division to procure by competitive means during this time period because The Judiciary has used the vendors for several years. Vendors all meet the Judiciary demands have supplied sufficient quantities and quality of product for various Oahu Juvenile Detention Facilities. The Program/Division is working with Contracts and Purchasing to solicit a Judiciary Price List, however in the interim food is a necessity .

The various Oahu Detention Facilities have been ordering food by acquiring three (3) quotes for the purchase of food for such items as meat, poultry, pork, vegetables and fruits that they purchased over \$2,500 but less than \$15,000 per fiscal year. This was as required for small purchases of \$2,500 but less than \$15,000. During the fiscal year 2017, three (3) of the vendors had submitted invoices in excess of \$15,000 per vendor for the year. Due to the vendor submitting invoices over the \$15,000, the various Oahu Detention Facilities inadvertently did not obtain bids in HlePro as require for purchases of over \$15,000.00.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
The various vendors listed were selected based on the history of service and product vendors have supplied to The Judiciary for many years. Vendors have met the Judiciary demands in supplying quality product and within a reasonable time when needed by the various Oahu Juvenile Detention Facilities. Vendors continue to service the Judiciary above and beyond.

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
Rockne Maunapau	FC/Juvenile Detention		Rockne.L.Maunupau@courts.hawaii.gov
Paul Kaneshiro	First Circuit Fiscal Officer		paul.t.kaneshiro@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/ Paul Kaneshiro

Department/Division/Program Head Signature

07/31/2017

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 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
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

☐

Approved

☐

Disapproved

☐

No Action Required

Chief Procurement Officer Signature

Date

Various Oahu Detention Facilities Food Vendors

1. Palama Meat Company, Inc.
2. Ham Produce and Seafood
3. Meadow Gold Dairies
4. FCH Enterprises, Inc.