

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

TO: Chief Procurement Officer

FROM: First Judicial Circuit/Deputy Chief Court Administrator
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:</p> <p>Provide Guardian Ad Litem Services (GAL) services for Family Court for children and such other parties deemed appropriate by the Court in the Hawaii Revised Statutes (HRS) Chapter 587 A proceedings and other miscellaneous hearings that are heard in the Family Court including Zero To Three (ZTT) hearings.</p>	
<p>2. Vendor/Contractor/Service Provider:</p> <p>Mr. Malcolm Hong 98-029 Hekaha St. Suite 25 Aiea, Hi. 96701</p>	<p>3. Amount of Request:</p> <p>NTE \$513,375.00</p>
<p>4. Term of Contract From: To:</p> <p>Date of contract execution to June 30, 2015</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable):</p> <p>N/A</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:</p> <p>A Request for Proposal for Providing Guardian Ad Litem Services for the Family Court and Family Drug Court or Legal Counsel for Parents Services through Family Court during the period July 1, 2013 to June 30, 2015 was solicited in March 2013. There were three proposals submitted for Guardian Ad Litem and four proposals submitted for Legal Counsel for Parents Services. The Legal Counsel for Parents Services was protested and the solicitation was canceled in regards to RFP J 14001. However, the children and other parties deemed appropriate by the Court in the HRS 587A proceedings are still in need of services.</p> <p>As the Judiciary has an existing contract with Mr. Malcolm Hong it would be feasible for Mr. Hong to continue to provide guardian ad litem services for children and such other parties deemed appropriate by the Court in the HRS Chapter 587A and other miscellaneous hearings involving children and parents that are heard in the Family Court and Zero to Three Court.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:</p> <p>Mr. Macolm Hong has provided Guardian Ad Litem Services to the Family Court of the First Circuit since the establishment of the master contract in 2004 and any disruptions to these services would be detrimental. Mr. Hong is very familiar with the Family Court clientele and is aware of the HRS Chapter 587A proceedings and other miscellaneous hearings. He has delivered services satisfactory in accordance with the contract terms.</p>	

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	1st Judicial Circuit/DCCA	954-8221	Gordean.L.Akiona@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

01/30/2015

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

No Action Required

Chief Procurement Officer Signature

Date