

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

TO: Chief Procurement Officer

FROM: IT & Systems Dept., Records Management Office
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>RQ#Y4250 - Purchase request for a high-speed microfilm scanner to convert approximately 25,000 microfilm reels of court documents to electronic format within a 2-3 year period. The microfilm has vinegar syndrome that destroys the images stored on the film. Essential Judiciary records would be lost if the microfilm is not converted to a digital format.</p>	
<p>2. Vendor/Contractor/Service Provider:</p> <p>The Crowley Company</p>	<p>3. Amount of Request:</p> <p>\$80,014.86</p>
<p>4. Term of Contract From: 08/01/2015 To: 07/31/2016</p> <p>One-Year Maintenance warranty</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable):</p> <p>None</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>Per attached exclusivity letter, the Crowley Company is the exclusive / sole source authorized reseller and manufacturer in the United States for the Mekel technology microfilm scanners, specifically the Mekel MACH10 microfilm scanner.</p> <p>The Mekel MACH10 microfilm scanner has unique features that allow Records Management to achieve the goal of the microfilm conversion project within the planned project time frame of 2 - 3 years, and the Crowley Company is the sole source reseller of the Mekel MACH10 microfilm scanner. Other scanners were evaluated. The lower cost scanners were too slow to get the task done within the two to three year time frame for the project. The scanner with the equivalent speed of the Mekel MACH10 did not provide 100% scanning accuracy and significantly more expensive than the Mekel MACH10. Without the 100% accuracy a significant amount of time would be required to check the images and the project would not be completed within the expected two to three year time frame.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:</p> <p>A nationwide search was conducted including attending the national conferences to find the right microfilm scanner to scan approximately 25,000 Judiciary microfilm reels within the planned project timeframe of 2 - 3 years. Other microfilm scanners were reviewed but lacked the unique features of the Mekel MACH10 and would significantly extend the required time to scan the Judiciary's 25,000 microfilm reels. The primary feature is 100% accuracy, which virtually eliminates the time consuming process of quality assurance. This 100% accuracy guarantee is not provided by other vendors in this market. The unique features of the MACH10, supported by customer reviews, are as follows:</p> <ol style="list-style-type: none"> 1) 100% accurate image capture, no re-loading, no re-scanning: Significantly reduces QA time and eliminates re-scans. 2) Single/multi PDF and other formats: Provides flexibility and save time for staff to work with output files 3) Real-time image sharpen and enhancement: Significantly reduces QA time and additional manual work 4) "Smoothlight" fiber optic bundle: Balances lighting across scan area, eliminating hot spots and shadowing 5) Film cleaning rollers: Keeps microfilms that still need retention in good condition 	

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
Keith C. Siu*	Records Management Office	534-6508	Keith.C.Siu@courts.hawaii.gov
Naty B. Butay	Administration Fiscal Office	538-5747	Naty.B.Butay@courts.hawaii.gov
Kevin G. Thornton	IT & Systems Dept.	538-5714	Kevin.G.Thornton@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/ Kevin G. Thornton

Department/Division/Program Head Signature

04/17/2015

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 05/13/2015

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