

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

TO: Chief Procurement Officer

FROM: Second Circuit / Administrative Services Division
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>Your approval is respectfully requested for an exemption from Chapter 103D, HRS, and Chapter 3-120, HAR, to purchase a 1 (one) year Maintenance Agreement from Security Resources for Contract # J15150.</p>	
<p>2. Vendor/Contractor/Service Provider:</p> <p>Security Resources Pacific, Inc.</p>	<p>3. Amount of Request:</p> <p>\$3,916.64</p>
<p>4. Term of Contract From: 10/15/2015 To: 10/15/2016</p>	<p>5. Prior Judiciary Procurement Exemption No. (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:</p> <p>During the 2014 fiscal year, in effort to comply with the recommendations of the National Center for State Courts assessment an additional twenty-one (21) cameras were installed in the interior of Hoapili Hale. The surveillance system expansion provided the Second Circuit with a wider and more comprehensive video security system. The additional cameras were linked to the original system which was installed during the 2013 fiscal year, Contract #J13225. In order to continually support and maintain the system in peak working condition, another one year maintenance agreement is highly recommended.</p> <p>The system's warranty from Security Resources will expire on October 15, 2015. Security Resources, as the original installer, has the knowledge and technical expertise necessary to maintain the system and has consistently performed well during the service.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:</p> <p>This exemption request to purchase a one (1) year maintenance agreement from Security Resources Pacific, Inc. is based on their knowledge and expertise to service the existing system and to retain the product warranty and guarantee of the original system that is currently in place and for proposed and approved system upgrades, reference Judiciary Purchase Order Number(s) R81108 and R83362.</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
Sandy S. Kozaki	CCA	(808) 244-2929	sandy.s.kozaki@courts.hawaii.gov
Sherri Ann Iwamasa	COS	(808) 244-2919	sherriann.s.iwamasa@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/ Sandy Kozaki

Department/Division/Program Head Signature

09/14/2015

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