

**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: Provide Maintenance Service for the Automatic Court Documentation System located in all eight (8) courtrooms within the Hoapili Hale complex.</p>	
<p>2. Vendor/Contractor/Service Provider: Justice AV Solutions (JAVS) 13020 Middletown Industrial Blvd Louisville, KY 40223</p>	<p>3. Amount of Request: \$16,648.34 plus tax (G-16-008-J-2400) (\$17,341.91)</p>
<p>4. Term of Contract From: To: 06/01/2016 to 05/31/2017</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable): JE15-48</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: Justice AV Solutions (JAVS) has furnished and installed all of the court documentation systems within Maui County, therefore, the hardware and software that supports the systems are proprietary to JAVS. The contract ensures that the court documentation systems will receive scheduled preventive maintenance from their highly trained technicians along with service for emergency calls. Due to this circuit's exigent need for a well maintained automatic court documentation system, and in light of this contractor's qualifications and its proven record or more than satisfactory provision of services to the Judiciary, it is not practicable or advantageous to procure by competitive means. As such, we are requesting an Exemption to the provision of HRS Chapter 103D.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: As mentioned, JAVS has excellent qualifications including years of experience of furnishing, installing and maintaining automatic court documentation systems. Additionally, JAVS has contract with the Judiciary in the past for the same service which resulted in positive outcomes for the Judiciary.</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 Kozaki	Second Circuit / CCA Office	808-244-2929	sandy.s.kozaki@courts.hawaii.gov
Paul Petro	Second Circuit / Fiscal Branch	808-244-2999	paul.m.petro@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 S. Kozaki

Department/Division/Program Head Signature

04/20/2016

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, 6<sup>th</sup> Floor  
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

\_\_\_\_\_  
Chief Procurement Officer Signature

\_\_\_\_\_  
Date