

THE JUDICIARY, STATE OF HAWAII
NOTICE OF AMENDMENT TO EXEMPTION
FROM HRS CHAPTER 103D

TO: Chief Procurement Officer

FROM: Office of the Administrative Director/ITSD/JIMS
Name of Requesting Division/Program

Pursuant to HRS § 103D ---102 (b)(4) and HAR Chapter 3---120, The Judiciary requests to amend an exemption for the following:

1. Describe the goods, services or construction: Vendor services are needed to the Judiciary's current scanning process using the existing Kofax software to upload images from electronic images into the JIMS document management system, Filenet for the eCitation pilot project. The solution leverages Kofax with built-in process controls (ie validation/QA panes) so clerks would view a pool of citations to prepare & review, before Filenet storage & document locator ID, DMSID, creation is used by the case management system to link to the image. The vendor would create a separate Kofax Batch Class and use incoming file-names to pre-populate DMSID fields. This is a Second Amendment to extend Judiciary Contract J17141, which is needed for Vendor to continue its work on this project.	
2. Vendor/Contractor/Service Provider: Century Computers, Inc. dba Pacxa	3. Amount of Request: \$6,200.00 plus applicable taxes
4. Term of Contract From: 10/1/2017 To: 09/30/2018	5. Prior Judiciary Procurement Exemption No. (if applicable): JE17-39 and JAE17-13
6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: It is not practical or not advantageous for the Program/Division to procure by competitive means because the Contractor has specialized knowledge required by the Kofax and Filenet document imaging product that comprises the JIMS imaging component. Contractor originally installed the imaging component and thus has the specific knowledge regarding the State of Hawaii Judiciary environment and configuration of the JIMS imaging component. Currently, contract will be extended additional three (3) months to insure the above mentioned project is completed.	
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: Vendor originally installed the imaging component and therefore has the specific knowledge related to the Judiciary environment and configuration of the JIMS imaging component.	

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
*Mai T. Nguyen Van	JIMS Project	(808) 538-5308	mai.t.nguyenvan@courts.hawaii.gov
Kevin G. Thornton	ITSD	(808) 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

5/17/2018

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 AMENDMENT TO 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

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No Action Required

Chief Procurement Officer Signature

Date