

THE JUDICIARY, STATE OF HAWAII

NOTICE OF REQUEST FOR EXEMPTION

FROM HRS CHAPTER 103D

TO: Chief Procurement Officer

FROM: FSD - Fiscal 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:

1. Describe the goods, services or construction: s
 4gov Req # - Renewal of proprietary Cyberquery (CQ) software maintenance through Aptean, Inc. contract J14152 for the period 12/01/16 to 11/30/17. CQ is a report-writing application that supports the Judiciary's 4gov financial system, a proprietary application developed by Information Development Consultants (an acquired subsidiary of Aptean, Inc.)

2. Vendor/Contractor/Service Provider:
 Aptean, Inc.
 1155 Perimeter Center West, Ste 700
 Atlanta, GA 30338

3. Amount of Request:
 \$5,572.65

4. Term of Contract From: 12/01/2016 To: 11/30/2017

5. Prior Judiciary Procurement Exemption s o. s
 (if applicable):

6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: s
 Although Cyberquery software licenses and maintenance can be provided through other vendors, including through Cyberscience Corporation itself, no other company except Aptean is able to support the CQ application/licenses in the proprietary 4gov financial system used by the Judiciary. Without the proper support of the CQ software within 4gov, there would be Immediate and noticeable Impact on the petty cash/witness fund process should the system shut down. For the other 4gov processes, the impact would be somewhat delayed but still very significant, e.g., there would be difficulties and delays in the monitoring of budgets and tracking contracts and expenditures.

For the above reasons, requesting exemption of the CQ software maintenance to be approved and to be included with the Sole Sourced Aptean application maintenance through this JUD Contract J14152.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
 Aptean, Inc. purchased the company (Information Development Consultants) which created our proprietary 4gov Financial System. As Aptean integrated CQ into its 4gov software reporting, no other company would be able to provide the support for the application.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated m procurement authority and completion of mandatory training required).

*Point of contact (Place asterisk after name of person to contact for additional information).m

Name w	Division/Program w	hone w Number w	email address w
Yvonne Ching *	Info Tech & Communication Div	808-538-5336	yvonne.n.ching@courts.hawaii.gov
Michele Takushi	Accountant - Financial Svcs	808-538-5800	michele.m.takushi@courts.hawaii.gov
Dean Seki	Financial Services Director	808-538-5800	dean.h.seki@courts.hawaii.gov

All requirements/approvals and internal controls for this expenditure is the responsibility of the Division/Program. w
I certify that the information provided above is, to the best of my knowledge, true and correct. w

/s/ Dean H. Seki

11/09/2016

Department/Division/Program Head Signature m m m m m Date

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For Chief Procurement Officer Use Only

Date Notice Posted: 11/10/2016

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 M
1111 Alakea Street, 6th Floor M
Honolulu, Hawaii 96813-2807 M

Chief Procurement Officer (CPO) Comments:

☐

Approved

☐

Disapproved

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No Action Required m

Chief Procurement Officer Signature

Date