

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

TO: s Chief Procurement Officer

FROM: \_\_\_\_\_ s  
s Office of the Deputy Chief court Administrator-First Circuit  
s 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

Provide mediation services to the Department of Human Services(DHS) Child Welfare Services(CWS) cases referred to Family Court. The purpose of the mediation is to attempt to settle cases that are pending trial or narrow the contested issues. In addition, the contractor shall attend and participate in quarterly stakeholders meetings.

2. Vendor/Contractor/Service Provider:

Raymond F. Zeason  
1496 Halekoa Drive  
Honolulu, Hi. 96821

4sTerm of Contract From: 10/01/2017 To: 09/30/2018

3. Amount of Request:

Not to exceed \$8,500.00

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

6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: s

Judiciary has an existing contract with Mr. Raymond Zeason as he has been providing mediation services in the child welfare cases. Mr. Zeason has been doing mediation for the past five years through the William S. Richardson- School of Law and a sole proprietor. The purpose of the mediation is to attempt to settle cases that are pending trial or narrow the contested issues. In light of this, it would appear not feasible to conduct another sollicitaion. Presently, we have five different mediators on a regular basis.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

Mr. Zeason has been doing mediation for the past five years through William S. Richardson- School of Law and a sole proprietor with the Judiciary. He is considered an expert and has experience in providing mediation to the Department of Human Services-Child Welfare Services. In addition, continuing with Mr. Zeason minimizes training of a new contract.

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	ho e w Number w	email address w
Gordean Akiona	Off. of the Dep. Chief Ct. Adm.	954-8221	Gordean.L.Akiona@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/ Cheryl Marlow

08/01/2017

Department/Division/Program Head Signature m

Date

m

**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 mJudiciary  
Financial Services Department  
Contracts & Purchasing Office M  
1111 Alakea Street, 6<sup>th</sup> Floor M  
Honolulu, Hawaii 96813-2807 M

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required m

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

\_\_\_\_\_  
Date