

8. Describe the Judiciary's internal controls and approval requirements for the exempted procurement:

A formal request is submitted and reviewed by Judiciary Administration, including Chief Procurement Officer. A notice of this request for the exemption procurement shall be posted for 7 days to the public.

9. 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
Jasmine Mau-Mukai	ICRD/CJCs of Hawaii	534-6700	jasmine.m.mau-mukai@
			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 know edge, true and correct.

/s/ Susan Gochros

1/4/2019

Department/Division/Program Head Signature

Date

NOTICE

Date Notice Posted: _____

The chief procurement officer is considering this request for an amended exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 9 of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: **Chief Procurement Officer - The Judiciary; Financial Services Department; Contracts & Purchasing Office; 1111 Alakea Street, 6th Floor; Honolulu, Hawaii 96813-2807.**

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date