

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

TO: Chief Procurement Officer

FROM: Family Court /First Circuit Court

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:
Request to purchase food and/or food related items for the two Juvenile Detention Facilities

2. Vendor/Contractor/Service Provider: Time Super Market FCH Enterprise (aka Zippys)	3. Amount of Request: \$30,000.00
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4. Term of Contract From: To: 01/01/2020 to 12/31/2020	5. Prior Judiciary Procurement Exemption No. (if applicable): JE19-65
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6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:
It is not practicable nor advantageous for the Juvenile Detention Facility to procure food by competitive means because program cannot predict nor determine the amount of food that is needed in an emergency. Program is unable to foresee when they do not have any cooks to prepare the food or if there is no driver to deliver food to Home Maluhia. The Juvenile Detention Facility cannot predict nor write specs on the amount and type of food program to purchase for the year. Another reason is program cannot predict the frequency and/or amount of plate lunches to order to cover the demand.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
The two (2) vendors listed were selected based on the history of service and products supplied to The Juvenile Detention Facility with a short lead time. Vendors were able to fulfill orders completely. Vendors accepts Judiciary purchase orders which allows for a more efficient and easier process in a time of emergency.

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
Rockne Maunupau	FC /Superintendent	954-8359	
Paul Kaneshiro	Court Admin Service Officer	539-4351	

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/ Rockne Maunupau

10/18/2019

Department/Division/Program Head Signature

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, 6th Floor
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date