

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

TO: Chief Procurement Officer

FROM: Financial Services Department
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:

<p>1. Describe the goods, services or construction:</p> <p>Quality Assurance consultant providing services through JUD Contract No. J12221 to advocate for the Judiciary fiscal officers and staff in their dealings with the JIMS vendor as it relates to the accounting project (including General Ledger) and to ensure accuracy of the information produced by the system. With the JIMS vendor (Capgemini), its QA consultant has provided some measure of the continuity during the transition and exchange of accounting system information.</p>	
<p>2. Vendor/Contractor/Service Provider:</p> <p>Ohanasoft, LLC 94-1030 Meheula Parkway Mililani, Hawaii 96789</p>	<p>3. Amount of Request:</p> <p>Total Estimate (NTE) \$52,272.23 (\$160 hourly)</p>
<p>4. Term of Contract From: To:</p> <p>November 1, 2019 to June 30, 2020</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable):</p> <p>JE19-49</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:</p> <p>Through Eighth Amendment to Agreement of JUD No. J12221, consultant will continue to review functional, technical and project-related documents; identify the documentation that the Judiciary should be receiving and reviewing for acceptable practices and industry standards. The consultant would also provide project monitoring and quality assurance and identify potential conflicts relating to the implementation of the accounting project. Since the JIMS piece has become a "custom" software, the judiciary needs full comprehension as to table structure, integration between tables and a more in-depth knowledge of data flow from the front-end application to the general ledge. Therefore, soliciting any other consultant but Ohanasoft LLC to provide/perform above services would be impracticable and not advantageous to the best interest of the Judiciary.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:</p> <p>Consultant installed the current Oracle general ledger and has extensive knowledge and understands the Judiciary's accounting system, in-depth technical expertise, and is aware of the main issues the Judiciary is facing with the JIMS accounting interface. To have to solicit any other consultant to learn the intricacies of the JIMS and the GL systems and then to perform the required services could further hinder a successful project implementation and timely knowledge transfer to the Judiciary.</p>	

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
Terri L. Gearon	Financial Services Department	538-5808	Terri.L.Gearon@courts.hawaii.gov
Alan L. Visitacion*	Financial Services Department	538-5808	Alan.L.Visitacion@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/ Terri Gearon

Department/Division/Program Head Signature

10/28/2019

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