

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

TO: Chief Procurement Officer

FROM: First Circuit Court Adult Client Services Branch

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: To provide Statewide on-site drug testing cups to be used on clients whom are under supervision with the Adult Client Services Branch (ACSB) and Juvenile Client Services Branch (JCSB) (including specialty courts).</p>	
<p>2. Vendor/Contractor/Service Provider: BioTech Screening, LLC 116 Haywood Court Roseville, CA 95747</p>	<p>3. Amount of Request: NTE: \$50,000</p>
<p>4. Term of Contract From: 01/01/2020 To: 03/31/2020 January 1, 2020 to March 31, 2020</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable): N/A</p>
<p>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 or not advantages for the Program/Division to procure by competitive means because since 2015, BioTech Screening, LLC has contracted with Hawaii Correctional Industries (HCI) to provide all of the drug testing supplies (to include shipping and delivery) to all staff in ACSB and JCSB statewide. HCI does not want to continue to subcontract with BioTech Screening, LLC. The current HCI price list will be expiring December 31, 2019. To ensure ample supply of on-site drug testing kits are available statewide, while a new solicitation is conducted; a three (3) month contract is necessary. During such period, Program shall conduct a Request for Proposal (RFP) to procure for price list of on-site drug testing kits. a new procurement for supplies.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: BioTech Screening, LLC has been the statewide ACSB/JCSB contracted vendor since 2012. Vendor has the supplies available and has agreed to continue services until an RFP is conducted. Vendor has agreed to supply the necessary supplies which meet the Judiciary needs. Vendor also will ship supplies directly to probation staff at no charge. Probation staff is familiar with BioTech Screenings, LLC on-site testing kits since they are currently using their supplies. Therefore, the current mentioned vendor would provide both the supplies and services to meet the Judiciary demands with no disruption to services.</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
Kathi Fujii*	ACSB	539-4510	Kathi.k.fujii@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/ Dwight S. Sakai
Department/Division/Program Head Signature

12/6/2019
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