

**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 (QA) 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. Consultant shall also provide services to develop a scope of work entailing a new Financial System for the Judiciary which will be solicited through a Request for Proposal in the future.</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) \$174,440.00</p>
<p>4. Term of Contract From: To:</p> <p>July 1, 2020 to June 30, 2021</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable):</p> <p>JE20-50</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 Ninth 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. The Consultant's extensive knowledge of the Judiciary's General Ledger, the Department of Accounting and General Services (DAGS) FAMIS system and accounting practices are critical to the development of the new Financial System Scope of Work because the new Financial System must interface with both existing systems to operate properly. 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. The Consultant also has extensive knowledge of the DAGS' FAMIS system. To have to solicit any other consultant to learn the intricacies of the JIMS, the General Ledger systems and the DAGS' FAMIS system 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.Visiticaion@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

02/25/2020

\_\_\_\_\_  
*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, 6<sup>th</sup> Floor  
 Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

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

\_\_\_\_\_  
*Date*