

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

TO: Chief Procurement Officer

FROM: Office of the Deputy Chief Court Administrator First Circuit

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:

Coordinate activities and monitor the Court Improvement Program (CIP) Basic, Training, and Data Grant. Coordinate implementation of the CIP Plan. Prepare annual reports (i.e. Strategic Plan and Progress Report) for CIP. Research, compile and coordinate use of Compendium of services, review case files, and analyze data. In addition, serve as the liaison to the Department of Human Services (DHS), Department of Health (DOH), and advisory committee. Demonstrate collaboration and experience with over 15 year with working with the DHS, DOH, and Judiciary.

2. Vendor/Contractor/Service Provider:

Faye T. Kimura
834 Kainoa Place
Honolulu, Hi. 96821

3. Amount of Request:

NTE \$55,000.00

4. Term of Contract From: To:

July 1, 2020 to June 30, 2021

5. Prior Judiciary Procurement Exemption No.
(if applicable):

JE20-10

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 advantageous for the Program/Division to procure by competitive means because Faye Kimura has served the Judiciary in such a capacity for over twenty plus years and has expertise in this specific area. Ms. Kimura is well aware of the Court Improvement Programs expectations as well as the DHS and the Federal grant. In light of this, it would not be feasible to contract with another contractor. Selecting another contractor will create an impracticable situation, as a new contractor would not be aware of the CIP expectations, DHS system and other Child Welfare service providers. Therefore, we are requesting an exemption from the provision of 103D.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

Ms. Kimura is well established and highly regarded with the Court Improvement Program (CIP) in relation to Family Court statewide, DHS and other Child Welfare service providers in the community since 1996. Ms. Kimura is well aware of the expectations of the detailed CIP reports which are filed annually. In addition, continuing services with Ms. Kimura minimizes training a new contractor and allows The Judiciary to remain receiving the most advantageous services.

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
Gordean Akiona	Dept. of the Chief Ct. Adm. Off.	954-8221	Gordean.L.Akiona@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/ Cheryl Marlow

4/8/2020

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, 6th Floor
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date