

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

TO: Chief Procurement Officer

FROM: Second 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:

<p>1. Describe the goods, services or construction: Lifesize Team 220 - Extended Warranty for four (4) video conferencing systems.</p>	
<p>2. Vendor/Contractor/Service Provider: Hawaiian Telcom</p>	<p>3. Amount of Request: \$5,754.13</p>
<p>4. Term of Contract From: 09/19/2020 To: 12/31/2021</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable): JE-18-47</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 advantageous for the Program/Division to procure by competitive means because Hawaiian Telcom is the only sales and service company for Lifesize Team 220 video conferencing units, as such, vendor's technical expertise allows for the most effective services to maintain the system. Vendor's specialized skills ensure that system downtime will be minimized. Vendor services shall provide unlimited help desk support; provide failed parts replacement and software and upgrades to resolve any problems in a timely manner. Hawaiian Telcom is knowledgeable to provide total system support. Since the purchase of the Lifesize Team 220 units, the vendor has moved to cloud based video conferencing technology and will not support hardware beyond December 31, 2021. As such, it is advantageous for the Second Circuit Court to enter into a multi-year extended warranty and Hawaiian Telcom possess overall knowledge and specialized skills to service the units.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: The Second Circuit Court requested through ITSD Honolulu to issue a request for quotation to extend the warranty on the Lifesize Team 220. The video conferencing units were purchased in 2016 and are an integral part of our courtroom's daily operations. The extended warranty ensures that the system can be maintained if required.</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
Sandy Kozaki	Second Circuit / CCA	244-2929	sandy.s.kozaki@courts.hawaii.gov
Paul Petro	Second Circuit / Fiscal	244-2999	paul.m.petro@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/ Sandy Kozaki

Division/Program Head Signature

07/28/2020

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 FOR 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