

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

TO: Chief Procurement Officer

FROM: **First 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:

1. Describe the goods, services or construction:
 One (1) year contract with Astrophysics Inc. for maintaining the court facility check point security x-ray screening machines equipment at Kaahumanu Hale.

2. Vendor/Contractor/Service Provider:
 Astrophysics Inc.
 21481 Ferrero Parkway
 City of Industry, CA 91789

3. Amount of Request:
 \$8,451.54

4. Term of Contract From: To:
 11/07/2020 11/07/2021

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

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 Astrophysics Inc. is the proprietary provider of this brand of x-ray screening equipment. Due to the technical nature of the equipment and our reliance on this equipment to provide our courts with a safe and secure environment, it is essential that we retain Astrophysics' services to ensure proper equipment performance up to manufacturer specifications.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
 Astrophysics is the manufacturer of this equipment which were originally procured through IFB J1906. Vendor is the only company in Hawaii to be able to provide certified maintenance services for these equipment located at the various First Circuit Court locations.

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
Dee Dee Letts	Acting Crt Administrative Svc Ofc	538-5990	deedee.d.letts@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/ Dee Dee Letts

10/23/2020

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