

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

TO: Chief Procurement Officer

FROM: Human Resources
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: Production support and updates and fixes. Production support is necessary to deal with the day-to-day issues of both hardware and software used in running the Human Resource Management Systems (HRMS). Employee salary data is maintained in the HRMS system; its proper application affects the Judiciary’s ability to timely and accurately pay employees. May include work on: security roles, workflow, worklists, and reports maintenance. Updates and fixes are not provided more frequently and HRMS images are being provided per year instead of large full-system upgrades being provided every four years. Images, updates, and fixes that are determined to affect the Judiciary’s software are installed and configured on-line. Images, updates, and patches must be applied to system components.</p>	
<p>2. Vendor/Contractor/Service Provider: Business Solution Technologies</p>	<p>3. Amount of Request: \$139,266.96</p>
<p>4. Term of Contract From: 07/01/2021 to 6/30/2022 To:</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable): JE21-10</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: The consultant for the Judiciary needs to be knowledgeable with PeopleSoft software as well as possess a keen understanding of the Judiciary’s environment. We rely upon Business Solution Technologies (BST) to provide this expert assistance. For regular updates and fixes that are provided by PeopleSoft (Oracle), BST is able to evaluate and apply only those which will affect the Judiciary positively, thereby eliminating downtime for updates and fixes that will have no benefit. Over the many years, there have been customizations applied to the PeopleSoft software due to changes in legislation, in tax laws as well as changes in procedures within the department. With the intimate knowledge of how PeopleSoft works and how customizations have been applied, BST is able to quickly isolate and fix problems that occur during the course of a work da as well as recommend future actions because of their history with the Judiciary. Changing consultants on this kind of project would be counterproductive because planning and knowledge transfer regarding the Judiciary work processes and customizations would lead to lost time and money. Without prior knowledge and experience with the many customizations to panels, fields and rules, maintenance will be extremely difficult; thus making it impracticable for another vendor to be selected.</p>	

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