

**NOTICE TO ATTORNEYS INTERESTED IN PROVIDING LEGAL SERVICES  
FOR WORKERS' COMPENSATION  
TO THE JUDICIARY, STATE OF HAWAII**

**Request for Qualifications (RFQ) No. J22057**

Licensed attorneys who wish to provide legal services to the Judiciary, State of Hawaii for the fiscal year commencing July 1, 2021, are invited to submit a Statement of Qualifications and Expression of Interest to the Judiciary, State of Hawaii pursuant to Hawaii Revised Statutes §103D-304, as the need arises.

The statement must be signed and submitted pursuant to this Notice. **Attorneys from the same firm must submit separate statements.** Please submit your statement(s) to: The Judiciary, State of Hawaii; Office of the Administrative Director of the Courts; Financial Services Department; 1111 Alakea Street, 6<sup>th</sup> Floor; Honolulu, Hawaii 96813, Attention: Ms. Kelly Kimura.

Statement (s) via Electronic Submittal. As another option to submitting hard copies of Statement of Qualifications, Statement may be submitted no later than the date and time indicated below via email to [Kelly.Y.Kimura@courts.hawaii.gov](mailto:Kelly.Y.Kimura@courts.hawaii.gov)

If you previously submitted a Statement of Qualifications and Expressions of Interests for the Fiscal Year ending June 30, 2021 and would like to utilize the same submittal for Fiscal Year ending June 30, 2022, please email [Kelly.Y.Kimura@courts.hawaii.gov](mailto:Kelly.Y.Kimura@courts.hawaii.gov) to confirm there are no changes to the previous submission. However, if there are any changes such as fees, costs, or Conflict of Interest, a new Statement of Qualifications and Expressions of Interests shall be submitted.

Statement of Qualifications and Expression of Interest form is available at the Judiciary website (<http://www.courts.state.hi.us/>, go to: General Information, Business with the Judiciary). All statements must be made on forms obtainable at the aforesaid website.

**Your completed statements must be received by the Judiciary, State of Hawaii, Financial Services Department by or before 12:00 P.M., H.S.T., on Thursday, June 24, 2021, to be eligible for consideration for the entire fiscal year ending June 30, 2022.**

Attorney must have proof of current Professional Liability insurance (Errors and Omissions) in the minimum amount of \$1,000,000 per claim and \$2,000,000.00 annual aggregate at the time of contract execution.

Qualified persons whose submittals are received by the deadline will be included on the Judiciary's Fiscal Year 2022 List. Qualified persons whose submittals are received after the deadline will be added to the list and will be considered for services for the balance of the fiscal year. All submissions will be kept on file through June 30, 2022, after which date the Judiciary may issue a new solicitation to prospective licensed attorneys to provide legal services for Fiscal Year.

Questions relating to this Request for Qualification shall be directed to Ms. Kelly Kimura, in the Contracts and Purchasing Office, at (808) 538-5805, or email [Kelly.Y.Kimura@courts.hawaii.gov](mailto:Kelly.Y.Kimura@courts.hawaii.gov).

/s/ Terri Gearon  
Terri Gearon  
Financial Services Department Director