

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

TO: Chief Procurement Officer

FROM: ICRD/Children's Justice Centers of Hawaii
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: Word Systems, Inc. iRecord one (1) year Remote Technical Services Agreement for the nine (9) CJC Hawaii systems island wide.	
2. Vendor/Contractor/Service Provider: Word Systems, Inc. (iRecord) 9045 River Road, Suite 125 Indianapolis, IN 46240	3. Amount of Request: \$9,000.00
4. Term of Contract From: 01/01/2022 To: 12/31/2022	5. Prior Judiciary Procurement Exemption No. (if applicable): JE20-65
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 the original digital interview recording management systems, including both hardware and software were installed based on a pilot project which ran for one (1) month. Upon the successful pilot project, Program/Division was satisfied and moved forward with all nine (9) CJC locations statewide. Word Systems, Inc. is the only provider able to maintain and repair the current system that are installed at the CJC Hawaii Statewide locations. An IFB procurement process was initiated and completed in calendar year 2014, resulting awarding a contract to Precise Digital. Subsequent to installation of this system at the CJC's statewide, major problems occurred with no permanent resolution. This included problems recording child abuse victim interviews and making copies of the DVD interviews. The problem had major negative impact on cases, adding more trauma to victims and compromising access to justice for parties.	
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: After a successful pilot program and along with the addition nine (9) systems for the CJC Hawaii Statewide locations, Word Systems, Inc. has proven beyond the Judiciary's expectations to provide outstanding service. Word Systems, Inc. is the only provider able to maintain and repair the current system that are installed at the CJC Hawaii Statewide locations. Word Systems, Inc. would be the only suitable vendor with the proper training and expertise able to service and maintain both the hardware and software of the system and will insure the system works properly. It is vital to maintain the high level of service and quality of both the hardware and software, as such Word Systems, Inc. will be able to provide such quality due to knowledge of the system and understanding of how critical the systems are to CJC Hawaii purpose.	

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
Jasmine Mau-Mukai	CJCs of Hi/Statewide Director	534-6700	jasmine.m.mau-mukai@courts.hawaii
Susan Gochros	Chief Staff Atty/ICRD Dept. Head	539-4988	susan.p.gochros@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/ Susan Gochros

/s/ Jasmine Mau-Mukai

12/22/2021

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

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No Action Required

Chief Procurement Officer Signature

Date