

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

TO: Chief Procurement Officer

FROM: Financial Services Department
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:</p> <p>Quality Assurance (QA) consultant providing consultant services to develop specifications for a new Financial System for the Judiciary by developing Business Process models, functional/technical requirements, project implementation, deliverables list/descriptions and demo scripts.</p>	
<p>2. Vendor/Contractor/Service Provider:</p> <p>Ohanasoft, LLC 94-1030 Meheula Parkway Mililani, Hawaii 96789</p>	<p>3. Amount of Request:</p> <p>\$342,400.00</p>
<p>4. Term of Contract From: To:</p> <p>April 1, 2022 to December 31, 2023</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable):</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:</p> <p>It is not practicable or advantageous to procure by competitive means because the new Financial System must interface with Judiciary's current JIMS system and the Department of Accounting and General Services (DAGS) system. The Consultant has extensive knowledge in both the JIMS and DAGS systems. The Consultant has provided services to the existing JIMS system, which has become a "custom" software after various modifications and has provided services to the DAGS system. Another key component to the new Financial system is the Judiciary's General Ledger. The Consultant is highly knowledgeable on the Judiciary's current Oracle General Ledger because he installed the system. Due to his work with Judiciary's current General Ledger, the Consultant has learned Judiciary's complex accounting system. The Consultant's expertise knowledge is critical in developing the new Financial System specification and ensure proper system functioning and interfacing.</p> <p>Having another vendor consult and develop specification for the new Financial System would increase the project cost and add additional work on existing Judiciary staff. Staff would be required to train the intricacies of thee JIMS, General Ledger and accounting systems. Having a vendor with limited expertise knowledge in these systems could hinder a successful project.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:</p> <p>Consultant installed the current Oracle general ledger and has extensive knowledge and understands the Judiciary's accounting system, in-depth technical expertise, and is aware of the main issues the Judiciary is facing with the JIMS accounting interface.</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
Terri L. Gearon	Financial Services Department	538-5808	Terri.L.Gearon@courts.hawaii.gov
Alan L. Visitacion*	Financial Services Department	538-5808	Alan.L.Visitacion@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/ Terri Gearon

Department/Division/Program Head Signature

01/24/2022

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 01/24/2022

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