

**THE JUDICIARY, STATE OF HAWAII
NOTICE AND REQUEST FOR SOLE SOURCE**

TO: Chief Procurement Officer

FROM: THIRD JUDICIAL CIRCUIT

Name of Requesting Division/Program

Pursuant to HRS § 103D -306 and HAR Chapter 3-122, Subchapter 9, The Judiciary requests sole source approval to purchase the following:

1. Describe the goods, services or construction to be procured:
Provide maintenance service for the automatic court documentation systems located in the Third Judicial Circuit courtrooms located in Kealahou, Kailua-Kona and S. Kohala. The maintenance provides continued on-site servicing of the camera and other equipment to insure against untimely breakdowns and high cost repairs.

2. Vendor/Contractor/Service Provider Name: Justice AV Solution, Inc.	3. Amount of Request: \$159,960.15
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4. Term of Contract (shall not exceed 12 months), if applicable: From: July 1, 2022 To: June 30, 2023	5. Prior Judiciary Procurement Sole Source No. (if applicable):
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6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.
Third Judicial Circuit's current automatic court documentation system in courtrooms located in Kealahou, Kailua-Kona and S. Kohala were manufactured, installed and configured by JAVS. Key system software, hardware components and configurations installed and used are proprietary to JAVS. Due to the proprietary system, JAVS is the only vendor who can provide a trained technician who is able to troubleshoot and resolve problems with our current systems quickly and efficiently.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department.
The maintenance of Third Judicial Circuit's current automatic court documentation system for court recording is mission critical. Failure in the system will create delays in court functions.

7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction:

Third Judicial Circuit's current automatic court documentation system is a proprietary system to JAVS. JAVS is the sole source vendor for the digital audio/video equipment and software applications.

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

Third Judicial Circuit's current automatic court documentation system is a proprietary system to JAVS. JAVS is the sole source vendor for the digital audio/video equipment and software applications. Therefore, JAVS is the only vendor who can provide a trained technician who is able to troubleshoot and resolve problems with our current systems.

9. 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
Colin Young	Third Judicial Circuit	808-961-7424	colin.s.young@courts.hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-12, Subchapter 15, Cost Pricing Data, if required.

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/ Dawn G. West

05/18/2022

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 SOLE SOURCE 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