

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:

The following consultant conducts specialized forensic interviews and consultations at the request of the Children's Justice Centers of Hawaii, statewide. This consultant shall provide ongoing training and consultation to CJC staff and professionals of cooperating agencies in the area of child maltreatment. It will also include travel between islands when CJC Forensic Interview Specialists are not available.

2. Vendor/Contractor/Service Provider:

Hannah Chin

3. Amount of Request:

\$4,000.00

4. Term of Contract From: 10/01/2022 To: 06/30/2023

5. Prior Judiciary Procurement Exemption No.
(if applicable):

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 Children's Justice Centers selected the aforementioned Provider based upon her demonstrated specialized knowledge, skills and experience to conduct forensic interviews of children who are alleged victims of abuse or who are witnesses to violence. It was not practicable or advantageous to procure by competitive means because there is an absence of other suitable Providers who have the specific experience required to conduct these services. Also, the Provider is familiar with the Judiciary system and understand how to handle cases in which are presented for their skill set.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

Due to the specific experience required as well as the absence of other suitable providers, the above-mentioned provider was selected to conduct forensic interviews of children who are allegedly abused or who have been witnesses to violence. Provider's skill set is what the Judiciary requires to assess the cases that are in need of services.

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	Children's Justice Centers of HI	534-6701	jasmine.m.mau-mukai@courts.hawaii.g

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 P. Gochros

Department/Division/Program Head Signature

09/09/2022

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