

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

TO: Chief Procurement Officer

FROM: First Circuit Court/Family Court  
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:  
 Produce (food) items for the Hale Ho'omaluu Juvenile Detention Facility and Home Maluhia Shelter.

2. Vendor/Contractor/Service Provider:  
 Manson Products Company, Inc.

3. Amount of Request:  
 \$2,000.00

4. Term of Contract From: To:  
 12/26/2022 - 02/28/2023

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 advantage for the Program/Division to procure by competitive means because the Hale Ho'omaluu Juvenile Detention Facility and the Home Maluhia Shelter program staff needs sufficient time to prepare specifications to conduct the proper procurement for the required produce items. This exemption request would allow stff to meet both their internal procedures and procurement requirement to secure a 103D-305, HRS small purchase contract solicited through HlePRO, as estimated annual cost that may exceed the threshold amount of \$15,000. Note, during this period Detention Service Branch will ensure kids and staff are provided with the proper nutrients.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:  
 Vendor was chosen due to prior contract #J21243 which was procured as 103D-305, HRS small purchase solicited through HlePRO. Received two bids and Manson Products Company submitted the lowest bid. The contract expired on 12/31/2021. Vendor has provided quality goods and delivers on a timely basis.

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
Philippe Magloire	DH Superintenden	954-8359	philippe.magloire@courts.hawaii.gov
Dwight S. Sakai	Deputy Chief Court Administrator	954-8220	dwight.s.sakai@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/ Philippe Magloire

12/09/2022

\_\_\_\_\_  
*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 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, 6<sup>th</sup> Floor  
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

\_\_\_\_\_  
*Chief Procurement Officer Signature*

\_\_\_\_\_  
*Date*