

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

TO: Chief Procurement Officer

FROM: **First Circuit/ Circuit 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:

FTR Gold Recording Suite 7. Annual renewal of Circuit Court 25 each courtroom recording system software licenses for FTR Gold Recording Suite 7 that is necessary for electronic recording of courtroom proceedings.

2. Vendor/Contractor/Service Provider:

For the Record
1401 17th Street, Suite 525
Denver, CO 80202

3. Amount of Request:

\$51,407.10

4. Term of Contract From:

April 1, 2023

To:

March 31, 2024

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:

Judiciary signed a 3-year agreement, J22355, in May 2022 with For The Record to procure the FTR Gold Recording Suite 7 subscription. In that agreement, the price is fixed for three years, and to be renewed annually. This is the second year of the three year agreement. For The Record is the producer of the FTR Gold Recording Suite 7 making it more advantageous to the Judiciary in terms of pricing and support.

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

Vendor, For The Record, is the producer of the FTR Recording Suite 7 software and was originally contacted. We have also contacted software resellers prior to agreement # J22355 being signed. Other resellers had proven to cost more, making it more advantageous to procure through For The Record.

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
Edward McCarthy	1JC, CTCU	539-4583	
Dee Dee Letts	Deputy Chief Court Administrator	539-4351	Deedee.D.Letts@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/ Dee Dee Letts

Department/Division/Program Head Signature

3/6/2023

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

No Action Required

Chief Procurement Officer Signature

Date