

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

TO: Chief Procurement Officer

FROM: Human Resources/Judicial Education Office

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:

Self-directed learning library content for 2,000 users compatible with and able to seamlessly integrate with the Judiciary's current Cornerstone OnDemand, Inc. learning management system for training tracking and recordkeeping purposes. Content is AICC and SCORM compliant, viewable via the Internet, and meaningfully covers the following content subject areas: Business Skills; Communication Skills; Computer Skills; Customer Service Skills; IT/Cyber Security for End Users; Supervisory/Management Skills; Leadership Development; and IT Supervisory/Management Skills.

2. Vendor/Contractor/Service Provider:

LinkedIn Government at Carahsoft  
11493 Sunset Hills Road  
Reston, Virginia 20190

3. Amount of Request:

\$69,109.92

4. Term of Contract From: To:

06/24/2023 06/23/2024

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:

It is not practicable nor advantageous for the program/division to procure by competitive means because this would be a continuation of unique content currently available on the Judiciary's learning management system (LMS). Judiciary employees, including supervisory and management staff, have already availed themselves of learning library content and a resolicitation would disrupt required curricula, established learning paths, and in-progress courses.

A potential change to a new solution would also necessitate significant reprogramming and activation in the LMS. Recreating the effort to program content functionality and support for system users would require additional time to implement and purchase another solution for the same purpose absent a guarantee that the specifications listed in the original Request For Proposal would be satisfied.

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

Human Resources Department (HRD) staff initiated the process by defining specifications based on feedback from Judiciary management and issued Request For Proposal (RFP) J22323.

A review committee comprised of HRD representatives (Martha Hamada, Wade Hiraishi, Dawn Nagatani) and Judiciary IT employee Todd Rasmussen convened to review and discuss vendor submissions relative to the specifications identified. Committee members evaluated vendor submissions based on: Overall Approach and Adherence to RFP Requirements; Course Catalog/Curricula; Questionnaire Responses; and Proposed Pricing.

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
Dawn Nagatani*	Human Resources, Jud Ed Office	808.539.4340	Dawn.M.Nagatani@courts.hawaii.gov
Wade Hiraishi	Human Resources, Admin Svcs	808.539.4963	Wade.K.Hiraishi@courts.hawaii.gov
Todd Rasmussen	ITSD	808.538.5358	Todd.A.Rasmussen@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/ Eric Tanigawa

3/31/2023

\_\_\_\_\_  
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

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No Action Required

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

\_\_\_\_\_  
Date