

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

TO: Chief Procurement Officer

FROM: Administration / Human Resources
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:

<p>1. Describe the goods, services or construction: Oracle software maintenance agreement. Allows the technical support services provided under support services number 3239288. PeopleSoft Enterprise Profile (Employee Count Perpetual), PeopleSoft Enterprise EProfile (Manager - Employee Count Perpetual), PeopleSoft Enterprise Human Resources - (Employee Count Perpetual). Please see contract renewal.</p>	
<p>2. Vendor/Contractor/Service Provider: Oracle</p>	<p>3. Amount of Request: \$92,794.15</p>
<p>4. Term of Contract From: 07-01-23 To: 06-30-24</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable):</p>
<p>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 to procure by competitive means because Oracle has the unique expertise and capabilities to support Oracle program licenses. Oracle creates the proprietary program updates that may be provided as part of Oracle's technical support services. As the sole source of technical support (including the proprietary program updates created by Oracle), Oracle offers the services to Oracle customers to purchase on an annual basis. The Oracle software is needed to run the current Human Resources Management System (HRMS) for the Judiciary. Employee salary data is maintained in the HRMS system. Its proper application affects the ability to timely and accurately pay employees.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: The current Human Resources Management System (HRMS) for the Judiciary utilizes the Oracle software. Oracle has the unique expertise and capabilities to support Oracle program licenses. Oracle creates the proprietary program updates that may be provided as part of Oracle's technical support services.</p>	

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
*Wade Hiraishi	HR, Admin Svcs	808-539-4963	wade.k.hiraishi@courts.hawaii.gov
Jade Taono	HR Deputy Dir	808-539-4952	jade.c.taono@courts.hawaii.gov
Eric Tanigawa	HR Director	808-539-4962	eric.a.tanigawa@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

Department/Division/Program Head Signature

3/10/2023

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