

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

TO: Chief Procurement Officer

FROM: Financial Services Department

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:
 Quality Assurance (QA) consultant provides services to advocate for the Judiciary fiscal officers and staff in their transactions with the JIMS vendor as it relates to the accounting project (including the Judiciary General Ledger) and to ensure accuracy of the information produced by the system. The QA consultant provides measure of continuity during the transition and exchange of accounting system information.

2. Vendor/Contractor/Service Provider:
 Ohanasoft LLC
 94-1030 Meheula Parkway
 Mililani, Hawaii 96789

3. Amount of Request:
 \$75,000

4. Term of Contract From: To:
 July 1, 2023 to June 30, 2024

5. Prior Judiciary Procurement Exemption No. (if applicable):
 JE21-02; JAE21-01; JE22-04, JE22-45

6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:
 The Consultant currently provides these services under contract J12211 and will continue to review functional, technical, and project-related documents; identify the documentation the Judiciary should be receiving, and review its content for acceptable practices and industry standards. The Consultant would also provide project monitoring and quality assurance and identify potential conflicts relating to the implementation of the accounting project. Since the JIMS piece has developed into a "custom" software, the Judiciary needs full comprehension as to table structure, integration between tables, and more in-depth knowledge of data flow from the front-end application to the general ledger. The Consultant installed the current Oracle General Ledger for the Judiciary and has extensive knowledge,comprehension, and insight of the Judiciary's customized software and accounting system; Consultant also has the in-depth technical expertise and is aware of the main issues the Judiciary encounters with the JIMS accounting interface.Soliciting any other consultant to provide and/or perform these services would be impracticable and not advantageous for the Judiciary. It would require a considerable amount of time for a new vendor to gain an understanding of the project as well as expend a lot of resources and additional funding to be able to become proficient with the project.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
 Consultant installed the current Oracle General Ledger for the Judiciary and has extensive knowledge,comprehension, and insight of the Judiciary's accounting system; Consultant also has the in-depth technical expertise and is aware of the main issues the Judiciary encounters with the JIMS accountinginterface. Soliciting another consultant to learn the intricacies of the JIMS system, the Oracle General Ledger system, and then perform the required services, could further hamper a successful project implementation and timely knowledge transfer to the Judiciary.

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
Ni Y. Ho	Administrative Fiscal Office	808-538-5754	Ni.Y.Ho@courts.hawaii.gov
Terri L. Gearon	Financial Services Department	808-538-5800	Terri.L.Gearon@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/ Terri L. Gearon

Department/Division/Program Head Signature

05/11/2023

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