

**THE JUDICIARY, STATE OF HAWAII  
NOTICE AND REQUEST FOR SOLE SOURCE**

TO: Chief Procurement Officer

FROM: First Judicial Circuit / Circuit Court

*Name of Requesting Division/Program*

*Pursuant to HRS § 103D -306 and HAR Chapter 3-122, Subchapter 9, The Judiciary requests sole source approval to purchase the following:*

1. Describe the goods, services or construction to be procured:  
 Designing, supplying, and installing hardware, and ancillary software needed, compatible with For the Record (FTR) Recording Suite software for Grand Jury Room at Circuit Court. Includes cameras, microphones, speakers, digital amplifier, mixers, 27in monitors, and necessary cables and connectors. Will integrate with web conferencing applications, such as, Zoom and Webex. And, web conferences will be recorded with the courtroom proceedings.

2. Vendor/Contractor/Service Provider Name:  
 The Audio Visual Company (AVCO)  
 98-810 Moanalua Road  
 Aiea, HI 96703

3. Amount of Request:  
 \$124,458.76

4. Term of Contract (shall not exceed 12 months), if applicable:  
 From: 6/15/2023 To: 6/14/2024

5. Prior Judiciary Procurement Sole Source No. (if applicable):

6. Describe in detail the following:  
 a. The unique features, characteristics, or capabilities of the goods, service or construction.  
 All hardware and software integrates with the FTR Recording Suite software to enable courtroom proceedings to be digitally recorded and played back. Design and installation services integrating hardware and software with the FTR Recording Suite have been identified to us as unique to AVCO in the state of Hawaii.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department.  
 We are provided with the services required to integrate hardware and software with the FTR Recording Suite being used in the courtrooms.



**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 SOLE SOURCE 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*