

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

TO: Chief Procurement Officer

FROM: First Circuit/Family 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: Request to purchase prepared food and/or food related items for Hale Ho'omalua Juvenile Detention Facility and Home Maluhia Shelter	
2. Vendor/Contractor/Service Provider: FCH Enterprise (aka Zippy's) Loco Moco Times Super Market	3. Amount of Request: FCH Enterprise (aka Zippy's) - \$19,000.00 Loco Moco - \$4,000.00 Times Super Market - \$2,000.00
4. Term of Contract From: To: 07/01/2023 – 06/30/2024	5. Prior Judiciary Procurement Exemption No. (if applicable): JE23-51
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 Juvenile Detention Facility to procure prepared food by competitive means because the Program cannot predict nor determine the amount of prepared food that is needed in an emergency. Program is unable to foresee when they do not have any cooks to prepare the food or if there is no driver to deliver food to Home Maluhia. The Juvenile Detention Facility cannot predict nor write specs on the amount and type of food program to purchase for the year. Another reason is program cannot predict the frequency and/or amount of plate lunches to order to cover the demand.	
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: The three (3) vendors listed above were chosen based on the history of service and products supplied to the Juvenile Detention Facility with a short lead time. Vendors are able to fulfill orders completely. Vendors accept Judiciary purchase orders which allows for a more efficient and easier process in the time of emergency.	

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
Philippe Magloire*	DSB Superintendent	954-8359	philippe.magloire@courts.hawaii.gov
Dwight Sakai	Deputy Chief Court Administrator	954-8220	dwight.s.sakai@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/ Dwight Sakai

Department/Division/Program Head Signature

7/13/2023

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