

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

TO: Chief Procurement Officer

FROM: First Circuit Family Court/Office of the DCCA/CIP
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:</p> <p>To provide statewide quality assessments to assist the Judiciary's Family Courts in a program of continuous quality improvement to meet the requirements of the Court Improvement Program (CIP). To provide technical assistance, training, hearing quality assessments, and facilitates work group meetings.</p>	
<p>2. Vendor/Contractor/Service Provider:</p> <p>National Council of Juvenile and Family Court Judges 330 E. Second Street, Suite 1500 Reno, Nevada 89501</p>	<p>3. Amount of Request:</p> <p>\$65,000.00</p>
<p>4. Term of Contract From: To:</p> <p>October 1, 2023 to September 30, 2024</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable):</p> <p>JE19-41, JAE19-09, JAE19-11</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:</p> <p>It is not practicable or not advantageous for the Program/Division to procure by competitive means because National Council of Juvenile and Family Court Judges (NCJFCJ) is the only known organization with a mission of training and supporting family court judges in all areas that impact children and families referred to the court. Hawaii has been a model court since 1990's for NCJFCF and Hawaii is currently on "senior" court status with NCJFCJ. The Judiciary has an existing contract with NCJFCJ which was negotiated to conduct statewide assessments (baseline assessment, recommendation implementation and improvement assessment).</p> <p>NCJFCJ is instrumental in the assessment of court hearings aimed at improving all aspects of the court hearing as they are aware of the Hawaii Judiciary process (statutes, court rules, and court procedures) through the completion of statewide site visits, assessments and reports. Continuing with NCJFCJ reduces the training of a new contractor with Hawaii Judiciary Family Court practices, the expectations of the CIP, and the practices of the stakeholders.</p> <p>In light of this it would not be feasible to conduct another solicitation.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:</p> <p>NCJFCJ was originally contracted to provide consultant services to conduct a statewide hearing quality assessment to assist the Hawaii State Judiciary in developing performance measures aimed at meeting the requirements of the Court Improvement Project (CIP) Program Instruction issued by the U.S. Department of Health and Human Services (HHS). Based on their findings, NCJFCJ continues to provide the Hawaii State Judiciary with quality and consistency in the performance of their work over the years. NCJFCJ understands the requirements of the CIP and is respected in the stakeholder community. NCJFCF has been assisting the Hawaii Judiciary in statewide assessments, surveys, training and collection data.</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
Carol Matsuoka	DCCA/JCSB/FC	4261	carol.t.matsuoka@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 S. Sakai

8/21/23

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, 6th Floor
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date