

**NOTICE TO ATTORNEYS INTERESTED IN PROVIDING LEGAL SERVICES
FOR WORKERS' COMPENSATION
TO THE JUDICIARY, STATE OF HAWAII**

Request for Qualifications (RFQ) No. J25005

Licensed attorneys who wish to provide legal services to the Judiciary, State of Hawaii for the fiscal year commencing July 1, 2024, are invited to submit a Statement of Qualifications and Expression of Interest to the Judiciary, State of Hawaii pursuant to Hawaii Revised Statutes §103D-304, as the need arises.

The statement must be signed and submitted pursuant to this Notice. **Attorneys from the same firm must submit separate statements.**

Statement of Qualifications shall be submitted no later than the date and time indicated below. Submittals for this RFQ are to be directed by email only to the following person with "RFQ J25005- Statement of Qualifications" in the subject line to:

Ms. Tritia Cruz
Tritia.L.Cruz@courts.hawaii.gov

If you previously submitted a Statement of Qualifications and Expressions of Interests for the Fiscal Year ending June 30, 2024 and would like to utilize the same submittal for Fiscal Year ending June 30, 2025, please email Tritia.L.Cruz@courts.hawaii.gov to confirm there are no changes to the previous submission. However, if there are any changes such as fees, costs, or Conflict of Interest, a new Statement of Qualifications and Expressions of Interests shall be submitted.

Statement of Qualifications and Expression of Interest form is available at the Judiciary website (<http://www.courts.state.hi.us/>, go to: General Information, Business with the Judiciary) and the State Procurement Office website (<https://hands.ehawaii.gov/hands/>). All statements must be made on forms obtainable at the aforesaid website.

Your completed statements must be received by the Judiciary, State of Hawaii, Financial Services Department by or before 12:00 P.M., H.S.T., on Tuesday, April 30, 2024, to be eligible for consideration for fiscal year ending June 30, 2025.

Attorney must have proof of current Professional Liability insurance (Errors and Omissions) in the minimum amount of \$1,000,000 per claim and \$2,000,000.00 annual aggregate at the time of contract execution.

Qualified persons whose submittals are received by the deadline will be included on the Judiciary's Fiscal Year 2025 List. Qualified persons whose submittals are received after the deadline will be added to the list and will be considered for services for the balance of the fiscal year. All submissions will be kept on file through June 30, 2025, after which date the Judiciary may issue a new solicitation to prospective licensed attorneys to provide legal services for the Fiscal Year.

Questions relating to this Request for Qualification shall be directed to Ms. Tritia Cruz, in the Contracts and Purchasing Office, at (808) 538-5805, or email Tritia.L.Cruz@courts.hawaii.gov.

/s/ Terri Gearon

Terri Gearon

Financial Services Department Director