

**THE JUDICIARY, STATE OF HAWAII**  
**NOTICE OF REQUEST TO AMEND AN EXEMPTION**  
**FROM HRS CHAPTER 103D CONTRACT**

TO: Chief Procurement Officer

FROM: ICRD/Children's Justice Centers of Hawaii  
\_\_\_\_\_  
(Name of Requesting Division/Program)

*Pursuant to HRS § 103D -102 (b)(4) and HAR Chapter 3-120, The Judiciary requests to amend an exempt contract as follows:*

1. CP-3, Exemption Reference (JE) number:

JE24-34

2. Vendor/Contractor/Service Provider Name:

June Ching Ph.D

3. Describe the goods and/or services:

Consultant to conduct consultative and specialized interviews at the request of the Children's Justice Center. She will also provide ongoing trianing and consultation to professionals of cooperating agencies in the area of chld maltreatment, with a focus on child sexual abuse.

4. Explain in detail what is being amended:

Amending the term of the contract for an additional one (1) year, effective July 1, 2025 to June 30, 2026 and adding compensation of \$4,000.00 for the extended term.

5. Amended contract price for this request:

\$4,000.00

6. Explain in detail why the amendment(s) are necessary:

Due to the specific experience required as well as the absence of other suitable providers, the above mentioned Provider conducts these specialized forensic interviews of children who are allegedly abused or who have been witnesses to violence. The Provider's skill set are what the Judiciary requires to assess the cases that are in need of services.

7. 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
Jasmine Mau-Mukai	Children's Justice Centers of Hi	534-6701	jasmine.m.mau-mukai@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/Susan Gochros

1/24/2025

\_\_\_\_\_  
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, 6<sup>th</sup> Floor  
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

☐

Approved

☐

Disapproved

☐

No Action Required

\_\_\_\_\_  
*Chief Procurement Officer Signature*

\_\_\_\_\_  
*Date*