

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

TO: Chief Procurement Officer

FROM: Second Circuit / Administrative Services Division

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:

<b>1. Describe the goods, services or construction to be procured:</b> Provide Maintenance Service for the Automatic Court Documentation System located in all eight (8) courtrooms within the Hoapili Hale complex.	
<b>2. Vendor/Contractor/Service Provider Name:</b> Justice AV Solutions Inc. dba JAVS 13020 Middletown Industrial Blvd Louisville, KY 40223	<b>3. Amount of Request:</b> \$50,030.00 plus tax
<b>4. Term of Contract (shall not exceed 12 months), if applicable:</b>  From: 06/01/2025                      To: 05/31/2026	<b>5. Prior Judiciary Procurement Sole Source No. (if applicable):</b>  JS24-38
<b>6. Describe in detail the following:</b> <b>a. The unique features, characteristics, or capabilities of the goods, service or construction.</b> Second Circuit's automatic court documentation system in courtrooms located in Hoapili Hale were manufactured, installed and configured by JAVS. Key system software, hardware components and configurations installed and used are proprietary to JAVS. Due to the proprietary system, JAVS is the only vendor who can provide a trained technician who is able to troubleshoot and resolve problems with our current systems quickly and efficiently. As stated in the letter dated 01/31/2025 provided by JAVS, JAVS does not outsource service and maintenance of the systems. As stated in the Classic Coverage Extended Warranty, Preventative Maintenance and Support Agreement, deliberate tampering with the system as well as attempted repair and/or maintenance by any personnel not employed by JAVS are exclusions to the agreement.  <b>b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department.</b> The maintenance of Second Circuit's current automatic court documentation system for court recording is mission critical. Failure in the system will create delays in court functions. As referenced in the letter dated 01/31/2025, the JAVS Recording System contains proprietary software such as AutoLog™ 7/8, Scheduler 7/8, and Publisher 7/8 as well as system control hardware including the Centro systems and the Recorder 7/8 devices.	

7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction:

Second Circuit's automatic court documentation system is a proprietary system to JAVS. JAVS is the sole source vendor for the digital audio/video equipment and software applications. As stated in the letter dated 01/31/2025 provided by JAVS, JAVS does not outsource service and maintenance of the systems. As stated in the Classic Coverage Extended Warranty, Preventative Maintenance and Support Agreement, deliberate tampering with the system as well as attempted repair and/or maintenance by any personnel not employed by JAVS are exclusions to the agreement.

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

Second Circuit's current automatic court documentation system is a proprietary system to JAVS. JAVS is the sole source vendor for the digital audio/video equipment and software applications. Therefore, JAVS is the only vendor who can provide a trained technician who is able to troubleshoot and resolve problems with our current systems.

9. 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
Vance Wakakuwa	Second Circuit, IT Support Tech	244-2749	Vance.T.Wakakuwa@courts.hawaii.gov
Paul Petro	Second Circuit, Fiscal Officer	244-2994	Paul.M.Petro@courts.hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-12, Subchapter 15, Cost Pricing Data, if required.

**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/ Sandy S. Kozaki

1/31/2025

\_\_\_\_\_  
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 9. 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*

January 31, 2025

Second Judicial Circuit Courts Hoapili Hale  
2145 Main Street  
Wailuku, HI 96793

Dear Vance,

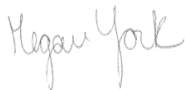
Justice AV Solutions (JAVS) should be considered the sole source to provide service and maintenance for the JAVS recording equipment located at Second Judicial Circuit Courts Hoapili Hale.

The JAVS Recording System contains proprietary software such as AutoLog™ 7/8, Scheduler 7/8, and Publisher 7/8, as well as system control hardware including the Centro systems and the Recorder 7/8 devices.

JAVS does not outsource service and maintenance of the systems. As stated in the Classic Coverage Extended Warranty, Preventative Maintenance and Support Agreement, deliberate tampering with the system as well as attempted repair and/or maintenance by any personnel not employed by JAVS are exclusions to the agreement.

JAVS continually expands its staff in research and development, manufacturing, software applications, field service, and installation nationwide in order to service and augment our recording systems. If you have any questions regarding the service qualifications of JAVS, please don't hesitate to contact our Director of Operations, Tim Kiefer, by phone at 502-489-5121 or by email to Tim.Kiefer@javs.com.

Sincerely,

A handwritten signature in black ink that reads "Megan York". The signature is written in a cursive, flowing style.

Megan York  
Contract Specialist

