

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 youth memberships for prosocial activities to fulfill the requirement for youth under Family Court Supervision (diversion and probation) to complete a "SPARK" project.	
2. Vendor/Contractor/Service Provider: YMCA	3. Amount of Request: NTE \$22,800
4. Term of Contract From: To: Upon approval of exemption to September 30, 2025	5. Prior Judiciary Procurement Exemption No. (if applicable):
6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: The SPARK Project requires a youth to learn a new skill or participate in an activity that provides the Spark that uncovers their innate potential through a better understanding of themselves or others so they may reduce their engagement in delinquent behaviors such as substance use, and increase their engagement in protective factors. A youth's SPARK Project may require participation in the evenings, on weekends, and access to a location near the youth's residence. It is not practical nor advantageous for Family Court, Juvenile Client Services Branch to procure youth membership by competitive means because YMCA provides various teen activities island wide with seven (7) convenient locations with extended hours to include, evenings and weekends. The membership will allow a youth access to all seven (7) YMCA locations on Oahu. The YMCA provides various activities to ensure a youth can complete their SPARK Project requirements. Such activities include academic support, junior leadership, enrichment classes, social activities, and activities for fitness, exercise, art, music, dance, swimming and sports. YMCA also offers access to virtual live streaming and on-demand fitness, sports & youth classes to allow youths who lack transportation the ability to complete the SPARK Project requirements. YMCA amenities vary by location to include heated pools, locker rooms, saunas, basketball, pickleball, and racquetball.	
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: An online research of agencies that may provide similar services was conducted, but no other agency met the needs of the request. The vendor listed above is the only vendor able to provide the services which include academic support, junior leadership, enrichment classes, social activities; various activities to build skills such as art, music, dance, fitness, swimming and sports; available in the evenings, weekends and various locations island wide to meet the needs of Youth Memberships for Family Court youth to fulfill their SPARKS project.	

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
Louise Crum	Program Specialist	808 954-8226	louise.k.crum@courts.hawaii.gov
Marvin Williams*	JCSB Trainer/QA Specialist	808-534-6176	marvin.d.williams@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

2/20/25

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

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No Action Required

Chief Procurement Officer Signature

Date