

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

TO: Chief Procurement Officer

FROM: First Judicial Circuit  
*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:*

<b>1. Describe the goods, services or construction:</b> Upgrade two video teleconferencing (VTR) units in the interview rooms at Oahu Community Correctional Center (OCCC).	
<b>2. Vendor/Contractor/Service Provider:</b> The Audio Visual Company (AVCO) 98-810 Moanalua Road Aiea, HI 96701	<b>3. Amount of Request:</b> \$ 46,237.81
<b>4. Term of Contract</b> From: To: TBD	<b>5. Prior Judiciary Procurement Exemption No.</b> (if applicable):
<b>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:</b> AVCO installed the original video teleconferencing (VTR) system at Oahu Community Correctional Center ("OCCC"). We are currently seeking to upgrade the 5-year old system. The upgrade will enhance the quality of the video and audio connections between OCCC and the courtrooms and is critical to courts operations. AVCO is uniquely qualified to deliver the specialized expertise required to integrate the audio and video components enabling the effective use of the video teleconferencing unit. The selected vendor must be capable, fully qualified, and trained to provide, install, service, and maintain the video conferencing unit as the Judiciary's growing emphasis on digital court recording is critical to judicial proceedings. It is advantageous to have one party responsible for the proper functioning of the VTR system. Allowing another vendor to work on our system exposes the Judiciary to potential multi-vendor conflicts which may impair the functioning and efficiency of the VTR system at OCCC, therefore, it is not practicable or not advantageous to procure by competitive means.	
<b>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:</b> AVCO installed the video-teleconferencing (VTR) system and is familiar with the system at OCCC. For this project, AVCO will be removing the existing steel enclosures and equipment for the current system and will be installing a new system to include a steel anti-ligature enclosure with display, microphones, speakers, conferencing devices, and other associated components for Zoom meeting for each room. AVCO understands the challenges of securing the VTR system at the correctional facility and has the knowledge, expertise and background in the building's infrastructure to ensure there are no disruption to court operations.	

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
* Todd Unten	CTCU/1CChief Court Admin Ofc	539-4594	todd.t.unten@courts.hawaii.gov
Karol Sakumoto	CTCU/1CChief Court Admin Ofc	539-4158	karol.y.sakumoto@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/ Michelle Acosta

Department/Division/Program Head Signature

6/2/2025

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

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No Action Required

Chief Procurement Officer Signature

Date