

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:

1. Describe the goods, services or construction: Upgrade of the recording system in Courtroom 7C and the video conferencing unit in the cellblock located at Kauikeaouli Hale.	
2. Vendor/Contractor/Service Provider: The Audio Visual Company (AVCO) 98-810 Moanalua Road Aiea, HI 96701	3. Amount of Request: 178,275.30
4. Term of Contract From: To: TBD	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: AVCO was the original installer of the FTR recording system to Courtroom 7C and the video conferencing unit in the cellblock located at Kauikeaouli Hale. AVCO has been maintaining the system since the installation. The upgrade will enhance the quality of video and audio connections for courtroom proceedings, as the recording and video conferencing systems are critical to maintaining accurate court records. AVCO is uniquely qualified to deliver the specialized expertise required to integrate the audio, video, and computer components enabling the effective use of the FTR system for digital recording and video conferencing unit. The selected vendor must be capable, fully qualified, and trained to provide, install, service, and maintain the FTR recording system and 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 recording system. Allowing another vendor to work on our system exposes the Judiciary to potential multi-vendor conflicts which may be detrimental to system reliability and availability of the system at Kauikeaouli Hale, therefore it is not practical or not advantageous to procure by competitive means.	
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: AVCO was selected because we have a current contract with them and are the original installer of the recording system and currently maintaining it. AVCO understands the challenges and is familiar with securing the recording system and video conferencing unit at Kauikeaouli Hale. AVCO has the knowledge, expertise and background in the building's infrastructure to ensure there are not disruption to courtroom proceedings.	

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 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, 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