

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

TO: Chief Procurement Officer

FROM: Detention Services Branch, Family Court, First 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:

Request approval for exempt procurement to purchase hot meals and prepared foods for the residents and staff of the Detention Services Branch (DSB) programs: Hale Ho'omalua Detention Facility (DH) and the 24-hour shelter, Home Maluhia.

2. Vendor/Contractor/Service Provider:

FCH Enterprises, Inc. dba Zippy's Restaurants
Pacific Regal Investments dba Loco Moco Restaurants
The Don Quijote Group dba Times Supermarkets

3. Amount of Request:

\$38,000.00

4. Term of Contract From: To:

July 1, 2025 - June 30, 2026

5. Prior Judiciary Procurement Exemption No.
(if applicable):

JE25-04

6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:

It is not practicable or not advantageous for the Detention Services Branch programs: DH and 24-hour shelter, Home Maluhia to procure prepared food by competitive means because the Detention Services Branch programs cannot predict nor determine the amount of food purchases needed in unforeseen circumstances. Detention Services Branch programs determining the amount of food purchases needed will be challenging, as the number of residents in each program fluctuates daily. The Detention Services Branch program is unable to foresee when the in-house kitchen staff are out and not available to prepare the three meals a day at DH and/or when there is no driver to deliver food to the 24-hour juvenile shelter, Home Maluhia. The Detention Services Branch program cannot predict nor write specifications on the amount and type of food program to purchase for the yearly period. Furthermore, DSB cannot predict the frequency and /or amount of plate lunches to order to cover the demand.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

The three vendors listed above were the same vendors utilized in FY 2024-2025 and historically have been the same vendors used. These vendors were chosen based on the history of service and products supplied to the Detention Services Branch. These vendors are available within the immediate vicinity of the DSB programs in addition to providing prepared meals with a short lead time. These vendors are able to fulfill orders completely and within the operational hours of the DSB programs with limited staff interruption to provide services to the residents. These vendors also accept Judiciary Purchase Orders which allows for a more efficient and easier process for the staff to purchase food.

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
Janella Cisneros*	DSB Superintendent	8089548358	janella.b.cisneros@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/ Lori Okita

Department/Division/Program Head Signature

6/26/2025

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

☐

No Action Required

Chief Procurement Officer Signature

Date