

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. JAVS does not outsource service and maintenance of the systems. Deliberate tampering with the system as well as attempted repair and/or maintenance by any personnel not employed by JAVS is excluded.

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
Vince 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

03/11/2026

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, 6th Floor
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date