

**THE JUDICIARY, STATE OF HAWAII
NOTICE OF REQUEST TO AMEND AN EXEMPTION
FROM HRS CHAPTER 103D CONTRACT**

TO: Chief Procurement Officer

FROM: First Circuit Family Court/DCCA/ICSB/Court Improvement Program
(Name of Requesting Division/Program)

Pursuant to HRS § 103D -102 (b)(4) and HAR Chapter 3-120, The Judiciary requests to amend an exempt contract as follows:

1. Exemption Reference (JE) number: JE24-18, JAE24-17, JAE 26-08
2. Vendor/Contractor/Service Provider Name: National Council of Juvenile and Family Court Judges
3. Describe the goods and/or services: Provision of statewide quality assessments to assist the Judiciary's Family Courts in a program of continuous quality improvement to meet the requirements of the Court Improvement Program (CIP). To provide technical assistance, training, hearing quality assessments, and facilitate work group meetings.
4. Explain in detail what is being amended: This request is to amend Attachment 2, Compensation and Payment Schedule; and Attachment 3 Time of Performance. The amendment will extend the contract for an additional 12-month term from October 1, 2026 through September 30, 2027; and provide compensation for the 12-month term in the amount of \$65,000.
5. Amended contract price for this request: \$65,000.00

6. Explain in detail why the amendment(s) are necessary:

The Judiciary continues to require the specialized services provided by the National Council of Juvenile and Family Court Judges (NCJFCJ) to support the Court Improvement Program (CIP). NCJFCJ has extensive experience and expertise in providing judicial training, technical assistance, and quality hearing assessments specific to family court and child welfare matters. Continuation of these services ensures consistency in program implementation and supports ongoing improvement efforts within the Judiciary's Family Courts.

7. 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
Kyle Suan*	DCCA/JCSB/FC/CIP	954-8275	kyle.b.suan@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 S. Sakai

Department/Division/Program Head Signature

5/8/2026

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