

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

TO: Chief Procurement Officer

FROM: Second Circuit/Special Services Branch
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:

<p>1. Describe the goods, services or construction:</p> <p>Continue to provide Legal Counsel services for indigent parents and Guardian Ad Litem services for parties in HRS Chapter 587A and GAL services for children in HRS Chapter 571 proceedings for cases already assigned. GAL and Legal Counsel services may include active cases under court jurisdiction in HRS Chapters 571 and 587A. Legal counsel cases may include cases under HRS 586 proceedings who desire and qualify to participate in the Family Court Drug Court program.</p>	
<p>2. Vendor/Contractor/Service Provider:</p> <p>Maria Sullivan</p>	<p>3. Amount of Request:</p> <p>\$2000-1st year carryover cases, \$1200-2nd year carryover cases</p>
<p>4. Term of Contract From: 07/01/2015 To: 06/30/2016</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable):</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:</p> <p>Procurement has been completed by competitive means. An RFP was issued in December 2014, RFP No. J16002, which the contractor did not submit a proposal for. The Contractor, however, continues to have cases that will extend beyond June 30, 2015, and it would not be in the best interest of the children to reassign these cases to another contractor. Ms. Sullivan resides on the island of Molokai and the cases assigned are located on that island. If these cases are reassigned, the contractors would have to travel to and from Molokai to conduct home visits, court hearings, etc.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:</p> <p>Ms. Sullivan is currently providing services for three (3) cases on the island of Molokai and is willing to continue to work on these cases until her services are no longer required.</p>	

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
*Kim Cuadro	Special Services Branch	244-2779	Kim.S.Cuadro@courts.hawaii.gov
Sheri Daniels	Special Services Branch	244-2729	SheriAnn.P.Daniels@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/ Sandy S. Kozaki

Department/Division/Program Head Signature

06/12/2015

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