

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

TO: Chief Procurement Officer

FROM: Third 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:

<p>1. Describe the goods, services or construction: <u> </u></p> <p>K 4830 To provide Guardian Ad Litem and/or legal Services on behalf of children and parents who are parties in Hawaii Revised Statutes, Chapter 587 proceedings; youngsters in Hawaii Revised Statutes, Chapter 571 proceedings; and other miscellaneous hearings which are heard in the Family Courts.</p>	
<p>2. Vendor/Contractor/Service Provider: Carol Sue Kitaoka</p>	<p>3. Amount of Request: Payment in accordance with amount and type of assigned cases (see attached pay schedule)</p>
<p>4. Term of Contract From: <u> </u> To: <u> </u> September 1, 2015 thru June 30, 2016</p>	<p>5. Prior Judiciary Procurement Exemption <u> </u> s o. s (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: <u> </u></p> <p>Ms. Kitaoka has been a licensed and practicing attorney in the State of Hawaii for over thirty years. As a Deputy Prosecuting Attorney for the County of Hawaii, she received numerous trainings and obtained valuable experience with juveniles in the Judiciary system. As a retiree and now in private practice, she would like to continue her commitment. Efforts to recruit attorneys through the Request for Proposal process under J16003 in 2015, did not produce enough attorneys to absorb the amount of referrals from the Family Court of the Third Circuit.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: <u> </u></p> <p>Ms. Kitaoka has expressed interest in becoming a Guardian Ad Litem for the Third Circuit. Due to the low amount of proposals for RFP J16003 as well as early retirements and lack of continued interest from some of our current attorneys, it was decided by administration and the current presiding Family Court judges, that the need for another contracted GAL was immediate.</p>	

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated m procurement authority and completion of mandatory training required).

*Point of contact (Place asterisk after name of person to contact for additional information).

Name w	Division/Program w	hone w Number w	email address w
Aolani Mills	Third Judicial Circuit	322-8726	aolani.m.mills@courts.hawaii.gov

**All requirements/approvals and internal controls for this expenditure is the responsibility of the Division/Program. w
I certify that the information provided above is, to the best of my knowledge, true and correct. w**

Lester D. Oshiro, Chief Court Administrator

08/24/2015

Department/Division/Program Head Signature m m m m m Date

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For Chief Procurement Officer Use Only

Date Notice Posted: 08/27/2015

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 M
 1111 Alakea Street, 6th Floor M
 Honolulu, Hawaii 96813-2807 M

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required m

 Chief Procurement Officer Signature

 Date

GAL APPOINTMENTS:

1st Year:

\$2940.00 for the initial 12 months

\$245.00 per month, through the end of the fiscal year (06/30)

2nd Year (1st Year Carry Over Cases):

\$2280.00/year

\$190.00 per month, through the end of the fiscal year (06/30)

3rd Year (2nd Year Carry Over Cases):

\$1320.00/year

\$110.00 per month, through the end of the fiscal year (06/30)

4th Year (3rd Year Carry Over Cases):

\$250.00/day; not to exceed \$500.00 for permanent plan hearings

****for carryover cases, 2 invoices may have to be submitted:

for example if appointment date is 01/04/10:

In July, 2011: invoice from 07/11 to 12/11 = 6 months @ \$190.00/month

In January, 2012: invoice from 01/12 to 06/12 = 6 months @ \$110.00/month

LC APPOINTMENTS:

1st Year:

\$2400.00 for the initial 12 months

\$200.00 per month, through the end of the fiscal year (06/30)

2nd Year (1st Year Carry Over Cases):

\$1620.00/year

\$135.00 per month, through the end of the fiscal year (06/30)

3rd Year (2nd Year Carry Over Cases):

\$900.00/year

\$75.00 per month, through the end of the fiscal year (06/30)

4th Year (3rd Year Carry Over Cases)

\$250.00/day; not to exceed \$500.00 for permanent plan hearings

****for carryover cases, 2 invoices may have to be submitted:

for example if appointment date is 01/04/10:

In July, 2011: invoice from 07/11 to 12/11 = 6 months @ \$135.00/month

In January, 2012: invoice from 01/12 to 06/12 = 6 months @ \$75.00/month