

**THE JUDICIARY, STATE OF HAWAII  
NOTICE OF AMENDMENT TO EXEMPTION  
FROM HRS CHAPTER 103D**

TO: Chief Procurement Officer

FROM: Roland Lee, FDC/HZTT Program Manager  
*Name of Requesting Division/Program*

*Pursuant to HRS § 103D -102 (b)(4) and HAR Chapter 3-120, The Judiciary requests to amend an exemption for the following:*

<p>1. Describe the goods, services or construction: Emergency housing for clients and children in the First Circuit Family Drug Court</p> <p>4gov Requisitions K5415, K5416, K5417, K5418, K5419, K5420, K5421, K5422, K5423</p>	
<p>2. Vendor/Contractor/Service Provider: Alternative Structures International, Ohana Ola O' Kahumana (J15059) Alternative Structures International, Ulu Ke Kukui (J15058)</p>	<p>3. Amount of Request: J15059 decreased to \$2,500 J15058 increased to \$5,500</p>
<p>4. Term of Contract From: 07/01/2016 To: 06/30/2017 July 1, 2016 - June 30, 2017</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable): JE17-03 / JAE17-09</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: The FDC is requesting exemption for emergency housing contracts from the procurement provisions outlined in HRS 103D. It is neither practicable nor advantageous for the Judiciary to solicit other quotations for this particular service. These are small contracts that provide emergency housing for clients participating in the Family Drug Court Program. Asking these providers to have 1 million in liability insurance would be a hardship which could cause the FDC to lose a valuable service to the program.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: Possible vendors contact FDC to provide emergency housing services for our clients that are in recovery and in need of stable clean and sober living. These houses are located island wide and there is no restriction on location or proximity to the court.</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
Roland Lee	JCSB/Family Drug Court	534-6604	roland.l.lee@courts.hawaii.gov
Nathan Foo	JCSB/Social Services Manager	954-8222	nathan.d.foo@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/ Nathan Foo

\_\_\_\_\_  
*Department/Division/Program Head Signature*

05/17/2017

\_\_\_\_\_  
*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 AMENDMENT TO 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, 6<sup>th</sup> Floor  
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

\_\_\_\_\_  
*Chief Procurement Officer Signature*

\_\_\_\_\_  
*Date*