

NOTICE OF REQUEST FOR EXEMPTION FROM HRS 103D
COUNTY OF KAUAI

The Director of Finance has received a Request For Exemption from Chapter 103D, HRS, in accordance with Hawaii Administrative Rule 3-120-5. A preliminary review has been conducted and approved for posting of this Notice.

Accordingly, by posting of this Notice, constructive notice is provided to permit interested parties an opportunity to review a copy of the Request For Exemption from Chapter 103D, HRS, attached and posted herewith, and to submit written objections within seven (7) days from the date this Notice was posted. Objections shall be submitted to:

COKPurchasing@kauai.gov

Questions may be directed to the Division of Purchasing at phone: (808) 241-4288, or Email: COKPurchasing@kauai.gov.

A summary of the Request For Exemption from Chapter 103D, HRS, follows:

Proposed Vendor's Name and Address:

Karpel Solutions
9717 Landmark Parkway Drive, Suite 200
St. Louis, MO 63127

Proposed Procurement Item:

Case Management Software Solution
(See Attached)

BY: Cienna Barretto
Division of Purchasing

Date Notice Posted: December 8, 2025

SPACE BELOW IS RESERVED FOR RESPONSE TO REQUESTING AGENCY

TO: Prosecuting Attorney /

☒ Exemption # _____ is assigned. This Notice was posted for seven (7) days. No objections were received. Please proceed with (1) processing of a requisition for a purchase order, or (2) contract preparation with the County Attorney's Office.

☐ Objection(s) were received. Please contact the Division of Purchasing.

Division of Purchasing

Date

DIVISION OF PURCHASING
REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

TO: DIVISION OF PURCHASING

FROM: Prosecuting Attorney /
(Dept or Agency) (Div)

12/3/2025
Date

Pursuant to Chapter 3-120-5, HAR, the Department requests a procurement exemption to purchase the following:

I. DESCRIPTION OF PROPOSED PROCUREMENT:

PROSECUTORbyKarpel is an All-Inclusive Case Management Solution to manage all cases in one place. This solution is a Cloud Hosted Web-based solution.

II. NAME/ADDRESS OF VENDOR:

Karpel Solutions
9717 Landmark Parkway Drive
Suite 200
St. Louis, MO 63127

III. ESTIMATED COST: \$643,910.00
Anticipating a ☒ Contract or ☐ PO.

IV. ESTIMATED TERM OF CONTRACT OR DELIVERY TIME:

Contract is for 5 Years

V. Explanation describing how procurement by competitive means is either not practical or not advantageous to the County:

Competitors do not have the functionality and/or the experience in Hawaii that Karpel has. Because of Karpel's experience in Hawaii along with Statewide Functionality which is a shared database amongst other Hawaii Counties and Cities. This database notifies the system that defendants have Involvements in other Hawaii Counties or Cities providing very important information to the prosecutors office prior to making charging decisions.

VI. PROCUREMENT METHOD.

☒ Justification for vendor selection:

Statewide Functionality
Experience
Utilized by most of the State which helps with Charge Codes and Charge Language

- ☐ Details of the **procurement method** to be followed in selecting the vendor to ensure maximum fair and open competition:

VII. If a recommendation of award is to be made by an evaluation committee, to include contract negotiation, who will conduct and manage the process:

- (1) Name, Title, and relevant experience or qualifications:

Rebecca Like, Prosecuting Attorney, Department Head

- (2) Name, Title, and relevant experience or qualifications:

Keola Siu, First Deputy Prosecuting Attorney, Supervisor

- (3) Name, Title, and relevant experience or qualifications:

Nicole Pongasi, Administrative Services Officer, Supervisor

VIII. The vendor was/will be notified prior to soliciting or negotiating a price, that the applicable County General Terms and Conditions, or General Provisions for Construction Contracts, is applicable to this purchase: Yes ☒ No ☐.

Direct question to: Nicole Pongasi

Ph: 8082411727

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TO THE BEST OF MY KNOWLEDGE, TRUE AND CORRECT.



(Department/Agency Head Signature)

12/3/25

Date

SPACE BELOW RESERVED FOR FINANCE DIRECTOR OR DESIGNEE:

APPROVED ☒ DENIED ☐

If approved, the following ☒ conditions apply:

- ☒ The furnishing and delivery of the items and/or services specified herein shall comply with this Request for Exemption in its entirety and with the General Terms and Conditions for Goods and Services, dated July 2016, which by reference is incorporated herein as though it were physically

an integral part of this notice.

- ☒ The names of the persons recommended in Sections VII shall not be disclosed until after award of a contract.
- ☒ Seven (7) day internet posting by **Purchasing Division** required.
- ☒ Prior CPO approval is required for any contract amendment(s) that would change the scope of work of the original contract. (amendments are also subject to 7 day Internet posting by **Purchasing Division**)
- ☒ A copy of the approved request must accompany any solicitation and contract document submitted to the Purchasing Division for processing.
- ☒ Final approval of the negotiated contract by the Director of Finance is required.
- ☒ Tax clearance compliance is required as a pre-requisite to contract and for final payment (HRS 103-53)
- ☒ The contractor shall be informed of the requirements of **HRS 11-355 relating to the prohibition of campaign contributions by State and County Contractors during the term of the contract (Contact State Campaign Spending Commission: 808 586-0285; www.hawaii.gov/campaign).**

Ernest Barreira

Ernest Barreira (Dec 8, 2025 13:26:21 HST)

DIRECTOR OF FINANCE or Designee

Date

DIRECTOR OF FINANCE'S COMMENTS:

DIVISION OF PURCHASING
REQUEST TO USE MULTI-TERM CONTRACT

12/4/2025

Date

TO: **Division of Purchasing**, ATTN: Ernie Barreira

FROM: Prosecuting Attorney /
(Dept or Agency) (Div)

HRS §103D-315 (b) Prior to the utilization of a multi-term contract, it shall be determined in writing: (1) That estimated requirements cover the period of the contract and are reasonably firm and continuing; (2) That such a contract will serve the best interests of the governmental body by encouraging effective competition or otherwise promoting economies in procurement; and (3) That sufficient funds to pay for the initial term of the contract are available and the funds necessary for the remaining terms of the contract are likely to be available from sources which are identified in writing.

HAR 3-122-149 (b): A multi-term contract extends over more than one fiscal period but funds are available for only the initial fiscal period, and the contractual obligation of both parties in each fiscal period succeeding the first is **subject to the appropriation and availability of funds**.

Request is made for approval to procure the following by use of a multi-term contract pursuant to, and in compliance with the provisions of HRS §103D-315 and HAR 3-122-149:

- I. Name, description, and estimated cost of Procurement:
PROSECUTORbyKarpel is an All-Inclusive Case Management Solution to manage all cases in one place. This solution is a Cloud Hosted Web-based solution.

\$ 643,910.00 - A total of five years, inclusive of the first year of installation.
- II. Sufficient funds are available for the initial term of the contract, and the funds necessary for the remaining terms are likely to be available from the following sources:
General Funds
- III. Proposed term for use of a multi-term contract:
A total of five years, inclusive of the first year of installation.
- IV. Justification, pursuant to HRS §§ 103D-315(b)(1) and (2), for the use of a multi-term contract:
Competitors do not have the functionality and/or the experience in Hawaii that Karpel has. Because of Karpel's experience in Hawaii along with Statewide Functionality which is a shared database amongst other Hawaii Counties and Cities. This database notifies the system that defendants have Involvements in other Hawaii Counties or Cities providing very

important information to the prosecutors office prior to making charging decisions.

The undersigned certifies that the information contained herein is true and correct to the best of his knowledge and is submitted as a result of reasonable and diligent research and investigation.



(Department/Division/Agency)

12/4/2025

date

SPACE BELOW RESERVED FOR FINANCE DIRECTOR'S COMMENTS:

APPROVED ☒ DENIED ☐

Ernest Barreira

Ernest Barreira (Dec 8, 2025 13:26:21 HST)

DIRECTOR OF FINANCE or designee

Date

COMMENTS: