

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

TO: Chief Procurement Officer

FROM: Capital Improvements Program – The Judiciary  
*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: Procure professional services to design the replacement of 2 roof drains and associated roofing repairs and to perform associated construction administration services for Kapuaiwa Building</p>	
<p>2. Vendor/Contractor/Service Provider: Mason Architects</p>	<p>3. Amount of Request: NTE \$20,000</p>
<p>4. Term of Contract From: 3/01/2018 To: 06/30/2019</p>	<p>5. Prior Judiciary Procurement Exemption No. (if applicable): N/A</p>
<p>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means: Mason Architects is currently in a contract with DAGS, administered through Public Works Project Management Branch, to design and perform associated services on Project 12-21-7490 Kapuaiwa Building – Windows, Doors, Roofing and AC. That project should enter close-out within the next couple of months. Part of the DAGS-managed project was to replace (5) of (8) total roof drains. Due to the deteriorating condition of the remaining (3) roof drains, The Judiciary requested through an Owner-initiated Change process that replacement of those remaining (3) roof drains be added to the project. Based on a change order proposal by the contractor, DAGS Public Works Construction Management Branch (which is overseeing the construction of the project) determined that there were sufficient funds to replace only one of the (3) remaining roof drains. Therefore, The Judiciary requested that the remaining drain that was already leaking be the drain to be replaced in the DAGS-managed project. That leaves (2) drains that are deteriorated still to be replaced. The Judiciary desires to replace those remaining (2) drains and make associated roof repairs. Because Mason Architects is still working on the DAGS-managed project, The Judiciary desires to engage that firm to design the replacement of the remaining drains. This will avoid conflicts that could arise by bringing on a different professional services consultant. This will also conserve precious bond funds because Mason Architects will be able to avoid unnecessary duplication of services by re-using or making minor modifications to a certain amount of their prior work (a portion of the drawings and specs) on our facility that they originally produced for the DAGS-managed project.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: Mason Architects was selected through a DAGS-Public Works-managed competitive selection process for professional services on DAGS-managed project 12-21-7490 Kapuaiwa Building – Windows, Doors, Roofing and AC. Our Judiciary project will overlap in time and scope with the DAGS-managed project. Based on the qualifications competitively evaluated by a consultant selection committee for the DAGS-managed project, The Judiciary wishes to have Mason Architects continue their association with the familiar scope of work and, in essence, complete the project that DAGS was unable to complete due to insufficient funding at the time the Owner-initiated Change request was processed.</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
Joanne Krippaehne*	Admin / Policy and Planning / CIP	X4784	joanne.m.krippaehne@courts.hawaii.gov
Terri Gearon	Admin/Fiscal	X5747	Terri.l.gearon@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/ Wendell Mick

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

2/12/2018

\_\_\_\_\_  
*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 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*