



**Office of the Administrative Director – Financial Services Department**

THE JUDICIARY • STATE OF HAWAII • 1111 ALAKEA STREET, 6<sup>TH</sup> FLOOR • HONOLULU, HAWAII 96813-2807  
TELEPHONE (808) 538-5800 • FAX (808) 538-5802

**Dean H. Seki**  
FINANCIAL SERVICES DIRECTOR

May 25, 2018

MEMORANDUM

TO WHOM IT MAY CONCERN:

FROM: Dean H. Seki, Financial Services Director /s/ Dean H. Seki  
Subject: ADDENDUM NO. 2  
JUDICIARY PROJECT NO. J19019  
TO PROVIDE JURY BOX CHAIRS (252) FOR 18 COURTROOMS AT  
KA`AHUMANU HALE  
PROJECT IDENTIFIER: JUD IFB NO J19019  
THE JUDICIARY, STATE OF HAWAII, TAX MAP KEY: 2-1-030:003

Transmitted herewith is a copy of Addendum No. 1 providing the following:

- Replace the entire body of “SECTION 2 – SPECIAL PROVISIONS, 2.14 – INVOICING AND PAYMENT” with new wording that clarifies the identified section.

Should you have any technical questions regarding this Addendum, please call the Officer-In-Charge for this project Dee Dee Letts, Ph. (808) 538-5991 or [deedee.d.letts@courts.hawaii.gov](mailto:deedee.d.letts@courts.hawaii.gov). Other questions may be directed to Deepa Sheehan of the Judiciary Contracts & Purchasing Office at (808) 538-5805, or [deepa.p.sheehan@courts.hawaii.gov](mailto:deepa.p.sheehan@courts.hawaii.gov).

## **ADDENDUM NO. 2**

### **IFB NO J19019**

**TO PROVIDE JURY BOX CHAIRS (252) FOR 18 COURTROOMS AT KA`AHUMANU  
HALE**

The items listed below hereunder are hereby made a part of IFB No. J19019 for the above project, and shall govern the work taking precedence over previously issued specifications governing the items mentioned.

#### **Amend IFB J19019, INVOICING AND PAYMENT:**

1. “SECTION 2 – SPECIAL PROVISIONS, 2.14 – INVOICING AND PAYMENT” with new wording that clarifies the identified section:

2.14.1 Contractor shall submit original and three (3) copies of the invoice to:

The Judiciary, State of Hawaii  
Office of the Chief Court Administrator  
Fiscal Branch  
Ka’ahumanu Hale  
777 Punchbowl Street  
Honolulu, Hawai`i 96813

2.14.2 Invoicing

PHASE 1: Proof of order acceptance from the manufacturer  
Twenty-five percent (25%)

PHASE 2: Proof of shipment from manufacturer  
Fifty percent (50%)

PHASE 3: Project completion  
Remaining Balance

SPO & JUD Websites: May 25, 2018