

**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: Replace broken fan motor in Hilo Judiciary Complex (HJC) Cooling Tower #2. Requirements include replacement motor, terminal block, miscellaneous materials, labor, freight, and crane service.</p>	
<p>2. Vendor/Contractor/Service Provider: Oahu Air Conditioning Service, Inc.</p>	<p>3. Amount of Request: \$15,967.00</p>
<p>4. Term of Contract From: To: 8 hours. Dates to be determined</p>	<p>5. Prior Judiciary Procurement Exemption No. (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: It is advantageous to have one party responsible for the proper functioning of our ventilation and air conditioning systems. Allowing another vendor to work on our cooling tower exposes the Judiciary to potential multi-vendor conflicts which may impair the functioning and maintenance of HJC's ventilation and air conditioning systems.</p>	
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: We selected the Oahu Air Conditioning Service, Inc. because they are the Judiciary's present maintenance contractor for HJC's ventilation and air conditioning system. These services were procured by formal bidding (IFB J20008) for an initial term of two years (07/01/2019 to 06/30/2021), with two one-year extension options. We are in the first optional extension period (07/01/2021 to 06/30/2022).</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
Colin Young	Third Judicial Circuit	961-7417	Colin.S.Young@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/ Lester Oshiro

Department/Division/Program Head Signature

11/26/2021

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

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date