

**THE JUDICIARY, STATE OF HAWAII
NOTICE OF AMENDMENT TO
SOLE SOURCE CONTRACT**

TO: Chief Procurement Officer

FROM: THIRD JUDICIAL CIRCUIT

(Name of Requesting Division/Program)

Pursuant to HRS § 103D -306 and HAR Chapter 3-122, Subchapter 9, The Judiciary requests an amendment to sole source approval as follows

1. Sole Source Reference (JS) number:

JS21-17

2. Vendor/Contractor/Service Provider Name:

Carrier Corporation / Carrier Commercial Service

3. Describe the goods and/or services:

Replace the defective LF1 VFD and upgrade to the LF2 VFD for the Carrier 460 ton chiller-1. Includes new LF2 VFD w/h internal line reactor, and related hardware/software components, eductor oil reclaim upgrade, ICVC upgrade. Includes; refrigerant recover, electrical power supply modifications, sheet metal work for electrical cabinet cover, shipping, disposal, start up, programming, commissioning and service engineering support.

Exclusions / Clarifications

Does not include the waste disposal and labor performed outside normal business hours unless otherwise noted. In addition, the quoted price does not include any sales, excise, or similar taxes, any that apply will be added at cost. Initial proposal does not include any additional refrigerant.

4. Request to amend is submitted in order to:



Revise the scope of services for the contract as follows:

Address 335 lbs of refrigerant discovered leaked from Hilo Courthouse Chiller #1. Additional requirements:

1. Pressurize chiller with dry nitrogen; Remove acoustic blankets; Perform leak inspection on chiller; Return acoustic blankets.
2. Advise customer of leak location and repair solution; Provide proposal for leak repair.
3. Provide 335lbs of R-134a refrigerant after leak repair.



Increase contract price by 10% or more:

Original Contract Price: \$135,673.24

Amended Contract Price: \$145,589.47

5. Explain in detail why this/these amendment(s) is/are necessary.

The newly discovered issue renders the proposed scope of work insufficient for Chiller #1 to function properly. Leaks must be found and repaired. Lost refrigerant must be replaced.

6. 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

Agency shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data, if required.

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, Chief Court Administrator

12/17/2021

Department/Division/Program Head Signature

Date

For Chief Procurement Officer Use Only

Date Notice Posted: _____

Inquiries about this request shall be directed to the contact named in Item 6. Submit written objection to this NOTICE OF AMENDMENT TO SOLE SOURCE CONTRACT 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