THE JUDICIARY, STATE OF HAWAII NOTICE OF REQUEST TO AMEND AN EXEMPTION FROM HRS CHAPTER 103D CONTRACT

FROM: First Circuit Facilities Management (Name of Requesting Division/Program) Pursuant to HRS \$ 103D -102 (b)(4) and HAR Chapter 3-120, The Judiciary requests to amend an exempt contract as follows: 1. CP-3, Exemption Reference (JE) number: JE23-43 2. Vendor/Contractor/Service Provider Name: Island Controls, Inc. 3. Describe the goods and/or services: Repair and maintenance service contract for the air conditioning computerized system which covers the Automated Logic's WebCTRL System at Ka'ahumanu Hale 4. Explain in detail what is being amended: The term of contract needs to be amended start from February 15, 2023 and ending on February 14, 2024 in order for the contract to be executed in a timely manner.	TO:	Chief Procurement Officer			
Pursuant to HRS § 103D-102 (b)(4) and HAR Chapter 3-120, The Judiciary requests to amend an exempt contract as follows: 1. CP-3, Exemption Reference (JE) number: JE23-43 2. Vendor/Contractor/Service Provider Name: Island Controls, Inc. 3. Describe the goods and/or services: Repair and maintenance service contract for the air conditioning computerized system which covers the Automated Logic's WebCTRL System at Ka'ahumanu Hale 4. Explain in detail what is being amended: The term of contract needs to be amended start from February 15, 2023 and ending on February 14, 2024 in order for the contract to be executed in a timely manner.	FROM:	First Circuit Facilities Management			
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\$7,979.05	5. Amended contract price for this request:				

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CP-4 (SEPT 2019)

6. Explain in detail why the a	nmendment(s) are necessary:						
2024 to allow the contract to formal contract as required	b be executed in a timely fashion. under Judiciary Procurement Circ idiciary's format to a formal contra	Island Controls I ular 2023-04. Ju	2023 to February 15, 2023 - February 14, nad no format to return service quote into a diciary FSD and Facilities requested from ols late response to agree to such contract				
7. 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).							
*Point of contact (Place aster	risk after name of person to contac	t for additional in	nformation).				
*Point of contact (Place aster Name	risk after name of person to contac Division/Program	t for additional in Phone Number	email address				
		Phone					
Name	Division/Program	Phone Number	email address				
Name	Division/Program	Phone Number	email address				
Name Dee Dee Letts All requirements/approva	Division/Program First Circuit / DCCA Is and internal controls for this	Phone Number 539-4351	email address DeeDee.D.Letts@courts.hawaii.gov he responsibility of the Division/Program.				
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JAE23-11 JAE No: _____

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, 6 th Floor Honolulu, Hawaii 96813-2807							
Chief Procurement Officer (CPO) Comments:							
Approved	Disapproved No Action Required	Data					
Chief Procurement Officer Signature Date							