

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

TO: Chief Procurement Officer

FROM: Facilities Management / First Circuit Court
(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:

JE22-51, JAE23-17

2. Vendor/Contractor/Service Provider Name:

Oahu Air Conditioning Service, Inc.

3. Describe the goods and/or services:

Replacement of twin cooling towers and related components at Ka'ahumanu Hale

4. Explain in detail what is being amended:

The original contract lump sum for J22366 was for \$743,715.00. Amending contract amount to add an additional \$22,785.00 for escalation cost of material and freight due to the pandemic. Amended lump sum to be \$766,500.00 to allow a price escalation to complete the project. Without this additional funds, contractor cannot fully complete the project

5. Amended contract price for this request:

Contract original lump sum of \$743,715.00 to be amended to adjusted lump sum of \$766,500.00.

6. Explain in detail why the amendment(s) are necessary:

J22366 original lump sum amount was \$743,715.00. Due to the pandemic, material and shipping cost has escalated. Without this additional funds of \$22,785.00, the contractor will not be able to fully complete the project.

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).

Name	Division/Program	Phone Number	email address
Dee Dee Lettts	1st Circuit Court, DCCA	539-4351	Deedee.D.Letts@courts.hawaii.gov
Wayne Taniguchi	1st Circuit Court / Facilities	539-4005	Wayne.S.Taniguchi@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/ Dee Dee Lettts

4/17/2023

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 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