

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

TO: Chief Procurement Officer

FROM: 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:

JE23-08, JAE23-01

2. Vendor/Contractor/Service Provider Name:

Island Signal and Sound, Inc.

3. Describe the goods and/or services:

Monitoring & Inspection of Fire Alarm System and all related fire equipment at the Kapolei Judiciary Complex.

4. Explain in detail what is being amended:

Contract for service agreement Judiciary contract J23136 covering the period 7/01/2022 - 6/30/2023 is being requested to amend from \$30,646.06 to increase the total contract amount to \$44,492.44.

5. Amended contract price for this request:

\$44,492.44

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

The cost of \$13,844.38 involved the mandatory replacement of fire alarm discrepancies that involved FM-200 Halon system for IT equipment, replacement of fire detectors, and the certification of fire extinguishers. The mandatory replacement is in compliance to building fire code standards and to avoid any HFD fire code violation to the Judiciary as well as a sound system during the time of any emergency.

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
Wayne Taniguchi*	Facilities Management	539-4005	wayne.s.taniguchi@courts.hawaii.gov
Dee Dee Letts	Deputy Chief Court Administrator	539-4351	deedee.l.letts@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 Letts

6/20/2023

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