

THE JUDICIARY, STATE OF HAWAII
NOTICE OF REQUEST FOR EXEMPTION
FROM HRS CHAPTER 103D

TO: Chief Procurement Officer

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 a procurement exemption for the following:

1. Describe the goods, services or construction:

To repair the trolley mechanism to allow window washers to clean the windows at District Court.

2. Vendor/Contractor/Service Provider:

Honolulu Anchor Company, LLC
1095 Dillingham Blvd. Unit 1-3
Honolulu, HI 96817

3. Amount of Request:

\$18,011.00

4. Term of Contract From: To:

June 14, 2023 to June 14, 2024

5. Prior Judiciary Procurement Exemption No.
(if applicable):

6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:

It is not practicable nor advantageous for the Division to procure by competitive means as Honolulu Anchor is the only company contacted that agreed that they could replace the system. They came on site and took apart the system and were able to commit to fixing it. Without this system it is not possible to clean the windows at District Court. The trolley mechanism to allow window washers to clean the windows at District Court has been non-functional for about 10 years. We have had it examined several times over the years by various companies and the response has always been we do not do that work or the system is not fixable etc. We have several times over the years reached out to get estimates to fix the system with no success. This year we reached out again and found a company that was licensed and willing to do the work. This company agreed that the system can be fixed and that they could perform the repair.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

Once we were informed that this company could do the work. We contacted previously contacted companies to see if they could also do the work at this time. The following companies were contacted and their responses noted:

Sky Climber Hawaii - only inspects but does not do replacements of trolleys

Atlas Sales - does not inspect and replace trolleys

Brand Safeway - does not perform replacement of trolleys

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
Wayne Taniguchi	Facilities Management	539-4005	wayne.s.tanguchi@courts.hawaii.gov
Dee Dee Letts	DCCA	539-4351	deedee.d.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

Department/Division/Program Head Signature

5/8/2023

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