

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

TO: Chief Procurement Officer

FROM: THIRD JUDICIAL CIRCUIT
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:
At Hilo courthouse, replace variable frequency drives for CHWP-2 AND CHWP-5, and service water treatment system.

2. Vendor/Contractor/Service Provider:
OAHU AIR CONDITIONING SERVICE, INC.
P.O. Box 17010
Honolulu, HI 96817

3. Amount of Request:

\$27,616.80

4. Term of Contract From: To:
07/17/2023 to 06/30/2024

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:
Oahu Air Conditioning Service, Inc. is the Judiciary's present maintenance contractor for Hale Kaulike's ventilation and air conditioning system. Oahu Air has over 30 years of experience and maintains continuous training for their technicians; they receive annual training to maintain their certification. In addition, technicians attend weekly technical updates, are scheduled for on-the-job training work assignments throughout the state to expand their knowledge, experience level, and maintain certification. It is advantageous to have one party responsible for the proper functioning of the ventilation and air conditioning systems. Allowing another vendor to work on our system exposes the Judiciary to potential multi-vendor conflicts which may impair the functioning and maintenance of the ventilation and air conditioning systems.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
We selected the Oahu Air because they are the Judiciary's present maintenance contractor for Hale Kaulike's ventilation and air conditioning system. Oahu Air's services were procured by direct negotiation for the period 07/01/2023 to 06/30/2025.

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
Colin Young	Third Judicial Circuit	8089617417	Colin.S.Young@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/ Dawn West

6/19/2023

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