

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

TO: Chief Procurement Officer

FROM: Administration

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 acquire the services of an abatement contractor, specifically Unitek Insulation (Unitek), to perform lead-containing paint remediation at twenty-two locations throughout the Supreme Court Building, Ali'iolani Hale, in order to properly and safely install an Integrated Security Camera Surveillance and Recording System (System).	
2. Vendor/Contractor/Service Provider: Unitek Insulation, LLC. 96-1367 Waihona Street Pearl City, HI 96782	3. Amount of Request: \$11,612.00
4. Term of Contract From: To: From July 1, 2023 to June 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: Unitek has been in the business for 40 years. The Judiciary has acquired their services on numerous occasions. As such, Unitek has consistently performed well during service and projects in the past. Over the years, they have gained institutional knowledge and developed an increased understanding of this historic building, which has increased their technical expertise to effectively conduct abatement and safely manage our lead containing paint issues.	
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: There are approximately 76 devices and 7 access panels that need to be installed for the System. In order to ensure lead containing paint is not disturbed, the Judiciary acquired the services of an environmental contractor, EnvironMETeo (EMET), to conduct a thorough investigation of all the locations using a comprehensive hazardous materials survey that EMET complied back in 2017. EMET determined that only 56 locations needed to be tested, of which 22 locations came back positive for lead containing paint. When Unitek submitted their proposal for the project, Unitek selected EMET to conduct the air quality monitoring during the abatement process. EMET has always been a trusted and reliable contractor for the Judiciary, as well as Unitek. These two contractors have worked together on many projects for the past 30 years, and numerous occasions with the Judiciary. That being said, acquiring Unitek would be beneficial, practical and logical for this job.	

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
Curt Shibata*	Supreme Court	539-4730	curt.m.shibata@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/ Elizabeth Zack

7/06/2023

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