

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

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 to amend an exempt contract as follows:

1. Exemption Reference (JE) number: JE23-71
2. Vendor/Contractor/Service Provider Name: Alert Holdings Group Inc. dba Alert Holdings Group, LLC / Alert Alarm Hawaii / National Fire Protection
3. Describe the goods and/or services: To acquire the professional services of Alert Alarm Hawaii to provide equipment and services for the development of the Judiciary Home Alarm Package for Judiciary employees who have been evaluated at an elevated risk of targeted violence at their residence as a result of their official duties.
4. Explain in detail what is being amended: The Term of Contract is being amended to be a twelve-month contract. Start date is upon contract execution.
5. Amended contract price for this request: None

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

The original notice to exemption was approved for a one-year term with an end date of 04/23/2024. Due to contract execution delays, the contract was not able to be executed in April 2023. The amendment is necessary to allow the initial contract term be for a twelve-month period.

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
Timothy Kozak	Judiciary Security Office	539-4730	Timothy.a.kozak@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/ Brandon Kimura

Department/Division/Program Head Signature

7/28/2023

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