

**THE JUDICIARY, STATE OF HAWAII  
NOTICE AND REQUEST FOR SOLE SOURCE**

TO: Chief Procurement Officer

FROM: Facilities Management

*Name of Requesting Division/Program*

Pursuant to HRS § 103D -306 and HAR Chapter 3-122, Subchapter 9, The Judiciary requests sole source approval to purchase the following:

1. Describe the goods, services or construction to be procured:  
Repair and maintenance service contract for the air conditioning computerized system which covers the Automated Logic's WebCTRL System at Ali'iolani Hale (CJ's Staff area, chamber, conference room)

2. Vendor/Contractor/Service Provider Name:

Island Controls, Inc.  
4355 Lawehana Street #1  
Honolulu, HI 96818

3. Amount of Request:

\$7,800.00 (tax included)  
Quarterly billing = \$1,950.00

4. Term of Contract (shall not exceed 12 months), if applicable:

From: 9/01/2023

To: 8/31/2024

5. Prior Judiciary Procurement Sole Source No.  
(if applicable):

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.

During the renovation of the HVAC system, serving the Chief Justice's chamber, staff and conference area, Island Controls Inc. was selected to provide an Automated Logic WebCTRL system. The system directly controls the operation of the Air Handling Unit and Variable Air Volume boxes to maintain comfortable air temperatures. This is achieved via proprietary WebCTRL software written to maintain engineer designed Supply Air Temperatures and Airflow Volume to the served areas. Automated Logic (ALC) products and services are solely represented in the State of Hawaii by Island Controls. They are responsible for all aspects of our product including design, engineering, programming, installation, start-up and warranty. This includes ALC hardware/software sales, warranty support of ALC systems and factory training. Island Controls has been an authorized dealer of Automated Logic Corporation (ALC) since 1998 and continues to demonstrate its expertise through the successful completion of a wide range of challenging control projects.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department.

The Automated Logic WebCTRL system has been programmed to control the air conditioning systems which helps reduce energy usage. Because the Automated Logic WebCTRL system are programmable, building operators can pre-program building functions such as the temperature to meet specific criteria, increasing efficiency while maintaining occupancy comfort. Real-time equipment failure or service interruption alerts allow for quicker response and resolution of minor concerns before they become significant issues. Building supervisors no longer have to physically go to the site location to begin repairs. ALC's reputation is predicated upon providing building automation systems which are intuitively designed, feature rich, extremely powerful, and provide many years of reliable operation

7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction:

Per the attached sole source letter, Island Controls & Automated Logic are the exclusive distributor for Automated Logic WebCTRL for the State of Hawaii. Also, Island Controls maintains the only factory authorized Automated Logic WebCTRL technicians in the State of Hawaii. Island Controls' local expertise and resources, combined with the company's access to Island Controls' engineering resources and support will be of reassurance of their ability to meet Judiciary demands. Island Controls are responsible for all aspects of our product including design, engineering, programming, installation, start-up and warranty. This includes ALC hardware/software sales, warranty support of ALC systems and factory training. Island Controls has been an authorized dealer of Automated Logic Corporation (ALC) since 1998 and continues to demonstrate its expertise through the successful completion of a wide range of challenging control projects.

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

Every DDC system vendor like Island Controls, Inc. has their own proprietary logic system which cannot intertwine with no other vendor of like nature. Access to the Aliiolani Hale WebCTRL system should require official authorized approval from the Judiciary/Facilities Management Branch. Island Controls will assist with adding approved users to the WebCTRL system. Any unauthorized 3rd party control vendor access or integration to the Aliiolani Hale WebCTRL system will jeopardize the integrity of our DDC system maintenance agreement.

9. 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
Dee Dee Letts	DeputyChief Court Administrator	539-4351	DeeDee.L.Letts@courts.hawaii.gov
Wayne Taniguchi*	Fiscal Support/Fac. Mgmt. Mgr.	539-4005	Wayne.S.Taniguchi@courts.hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-12, Subchapter 15, Cost Pricing Data, if required.

**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

7/29/2023

\_\_\_\_\_  
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 SOLE SOURCE 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, 6<sup>th</sup> Floor  
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

\_\_\_\_\_  
*Chief Procurement Officer Signature*

\_\_\_\_\_  
*Date*



May 5, 2023

**Reference: Island Controls, ALC Distribution Regional Partner**

To whom this may concern,

Automated Logic (ALC) products and services are solely represented in the State of Hawaii by Island Controls. They are responsible for all aspects of our product including design, engineering, programming, installation, start-up and warranty. This includes ALC hardware/software sales, warranty support of ALC systems and factory training. Island Controls has been an authorized dealer of Automated Logic Corporation (ALC) since 1998 and continues to demonstrate its expertise through the successful completion of a wide range of challenging control projects.

ALC's reputation is predicated upon providing building automation systems which are intuitively designed, feature rich, extremely powerful, and provide many years of reliable operation. Island Controls' local expertise and resources, combined with the company's access to Island Controls' engineering resources and support, will hopefully be of substantial reassurance to you.

If you have any questions, please feel free to e-mail me at [chad.best@carrier.com](mailto:chad.best@carrier.com). I hope you will give Island Controls the opportunity to serve you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chad Best", with a long horizontal flourish extending to the right.

Chad Best  
Region Sales Manager  
West Coast US