

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

TO: Chief Procurement Officer

FROM: Second Circuit, 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:  
Upgrade Hoapili Hale's (Wailuku Courthouse) Metasys Energy Management Control System (EMCS).

2. Vendor/Contractor/Service Provider Name:  
Johnson Controls Inc. (JCI)  
550 Paiea Street, Suite 210  
Honolulu, HI 96819

3. Amount of Request:  
\$108,705.13 (inclusive of tax)

4. Term of Contract (shall not exceed 12 months), if applicable:  
From: 01/01/2024 To: 12/31/2024

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

6. Describe in detail the following:

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

JCI manufactured and installed all of the original Metasys EMCS equipment at Hoapili Hale and have the only certified technicians that are factory trained to exclusively work on JCI's proprietary equipment. JCI has provided years of satisfactory service and are the current service provider to service Metasys (Johnson Control's Building Management System Brand) at Hoapili Hale. Johnson Controls is the ideal entity to undertake the controls upgrade due to the intricate compatibility and seamless integration of our existing controls and software. With an understanding of the existing setup, nuances, and functionalities, Johnson Controls stands uniquely positioned to execute the upgrade efficiently with the knowledge of the the current system, Johnson Controls expertise ensures a smooth transition, minimizes disruption, and maximizes the potential for enhanced efficiency in the upgraded control environment.

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

The EMCS is essential to the day to day operations at Hoapili Hale which consists of eight (8) courtrooms, and houses the the majority of supporting departments (Fiscal, Legal Documents, probation etc.). The Metasys EMCS is highly technical and operates cohesively with our various systems (air conditioning, exhaust fan, lighting, fire alarm). The system is tailored to meet our operational demands. JCI is able to integrate the new components with minimal disruption to our various systems as they are very knowledgeable and familiar with our building, equipment and various systems.

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:

Based on JCI's sole source letter dated November 13, 2023, they are the only vendor that can provide the upgraded equipment, software, and service for the Metasys control system due to the intricate compatibility and seamless integration. JCI stands uniquely positioned to execute the upgrade efficiently. JCI's Metasys systems are highly technical and is the sole supplier of these equipment and systems.

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.

JCI is the only vendor providing the equipment, software and service for the Metasys EMCS. With the knowledge of the current system, JCI's expertise ensures a smooth transition, minimizes disruption, and maximizes the potential for enhanced efficiency in the upgraded control environment. To ensure a successful, streamlined, and optimized controls upgrade, JCI is the logical choice with their proven track record and expertise. JCI Metasys systems are highly technical and JCI is the sole supplier of these equipment and systems.

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
Marsha Yamada *	Second Circuit/DCCA	244-2784	marsha.t.yamada@courts.hawaii.gov
Paul Petro	Second Circuit, Fiscal Officer	244-2994	paul.m.petro@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/ Sandy S. Kozaki

11/20/23

\_\_\_\_\_  
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*