

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 January 11, 2024, they are the only vendor that can provide lighting relay work due to the intricate capability of the existing field controllers and software within Hoapili Hale that currently controls the lighting. JCI's Metasys system is highly technical and JCI is the sole supplier of the lighting controls. JCI is positioned to execute, coordinate, and verify functionality of the relays to the proprietary Metasys equipment. They are knowledgeable of our current lighting system which will aid in a smooth transition with minimal disruptions of operations.

JCI is familiar with our set up, needs, and building infrastructure. JCI has provided satisfactory service to the Judiciary for many years.

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.

Our EMCS Metasys system is proprietary to JCI. The lighting relays will be tied into the Metasys system and having another vendor replace the lighting relays may compromise the system as well as the warranty on it. JCI's Metasys system is highly technical and JCI is the sole supplier of the lighting controls at Hoapili Hale.

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

1/22/24

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, 6th Floor
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date