

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

This is related to a request to replace various pieces of A/C equipment on the roof of Ali'iolani Hale. The bid amounts were correctly entered for the equipment to be replaced but mistakenly left off the amount of the bonding (\$28,038) on the CP-3 Exemption form. The amount of the bonding was not included in the vendor's original price proposal. When an updated price proposal was requested, mistakenly to include and transfer the amended (increased) amount to the original CP-3 Exemption form.

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
Dee Dee Letts	First Circuit	539-4351	deedee.d.letts@courts.hawaii.gov
Wayne Taniguchi *	First Circuit Facilities	539-4005	Wayne.S.Taniguchi@courts.hawaii.gov
Joanne Krippaehne	Judiciary CIP Administrator	539-4784	joanne.m.krippaehne@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/ Lori Okita

Department/Division/Program Head Signature

6/4/2024

Date

For Chief Procurement Officer Use Only

06/04/2024

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