

**THE JUDICIARY, STATE OF HAWAII
NOTICE OF AMENDMENT TO
SOLE SOURCE CONTRACT**

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 an amendment to sole source approval as follows

1. Sole Source Reference (JS) number:

JS24-10

2. Vendor/Contractor/Service Provider Name:

Hawthorne Pacific Corp. - 94-025 Farrington Hwy. - Waipahu, HI 96797

3. Describe the goods and/or services:

To provide year round preventive maintenance servicing to one (1) emergency generator at Kauikeaouli Hale

4. Request to amend is submitted in order to:

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Revise the scope of services for the contract as follows:

Date of service to change from July 1, 2024 - June 30, 2025 to September 1, 2024 - August 31, 2025.

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Amending Contract price

Original Contract Price: \$4,584.09

Amended Contract Price: \$4,670.63

5. Explain in detail why this/these amendment(s) is/are necessary.

Facilities was unable to obtain a signed contract from the vendor prior to the original commencement date of July 1, 2024. Although no services have been rendered and facilities does not anticipate services will be needed during the interim, it is imperative to have the emergency generator serviced regularly. Facilities and vendor agreed services shall commence on September 1, 2024 through August 31, 2025.

6. 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	Deputy Chief Court Administrator	539-4351	deedee.d.letts@courts.hawaii.gov
Wayne Taniguchi*	Fiscal Support/Fae. Mgmt. Mgr.	539-4005	Wayne.S.Taniguchhi@courts.hawaii.gov

Agency shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or 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/ Lori Okita

Department/Division/Program Head Signature

8/07/2024

Date

For Chief Procurement Officer Use Only

Date Notice Posted: _____

Inquiries about this request shall be directed to the contact named in Item 6. Submit written objection to this NOTICE OF AMENDMENT TO SOLE SOURCE CONTRACT 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:

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Approved

☐

Disapproved

☐

No Action Required

Chief Procurement Officer Signature

Date



Electric Power Division
5205 N O'Connor Blvd Ste. 100,
Irving, TX 75039

April 22, 2024

Subject: Authorized Caterpillar Dealer

To whom it may concern:

Caterpillar is pleased to inform you that Hawthorne CAT is and has been an authorized Caterpillar dealership since 1956. Over these years, Hawthorne CAT has been selling Caterpillar product and providing excellent customer service and support to Electric Power Generation Equipment Customers. Hawthorne CAT is Caterpillars designated dealership San Diego, California and surrounding region, the state of Hawaii, the Island of Guam, the Federated States of Micronesia, the Republic of Belau, the commonwealth of Northern Mariana Islands the republic of the Marshal Islands and Western Samoa. Hawthorne Cat is the only authorized servicing dealer for these areas.

We are sure you will find that Hawthorne CAT has all the people and resources to satisfy your EPG needs.

Sincerely,

Nicole Eldredge

Territory Sales Manager - Southwestern US
Retail Electric Power Solutions | Caterpillar Inc.
Office: +1 309 494 5081 | Cell: +1 847 212 8020
Nicole.Eldredge@cat.com

Caterpillar: Confidential Green

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