

**THE JUDICIARY, STATE OF HAWAII**  
**NOTICE OF REQUEST TO AMEND AN EXEMPTION**  
**FROM HRS CHAPTER 103D CONTRACT**

TO: Chief Procurement Officer

FROM: First Circuit Court/Facilities Management  
(Name of Requesting Division/Program)

*Pursuant to HRS § 103D -102 (b)(4) and HAR Chapter 3-120, The Judiciary requests to amend an exempt contract as follows:*

1. CP-3, Exemption Reference (JE) number:

JE21-33, JAE24-05, JAE24-07

2. Vendor/Contractor/Service Provider Name:

OTIS Elevator Company

3. Describe the goods and/or services:

Maintenance contract which covers (1) Dumbwaiter, (6) Escalators, (7) Geared elevators, & (1) Hydraulic elevator located at Kauikeaouli Hale.

4. Explain in detail what is being amended:

Original contract total amount for the five (5) year term from January 1, 2021 to December 31, 2025 amounted to \$937,334.00 through JE21-33. Increase contract amount by \$628.27 for an adjusted amount of \$937,962.27 through JAE24-05. Increase contract amount by \$22,941.67 for an adjusted contract amount of \$960,903.94 for additional necessary repairs to restore one (1) passenger elevator. Requesting to increase the contract amount by \$29,472.34 for an adjusted amount of \$990,376.28 for additional necessary repairs to replace drive for public elevator #4.

5. Amended contract price for this request:

Amended contract total \$990,376.28

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

In accordance with JUD #21216 Otis Maintenance, vendor is to maintain all units through inspection, lubrication and adjustments to all moveable and non-movable parts only. Parts in subject to be replaced is not covered due to being weather damage.

In accordance with JUD Contract J21216 Otis Maintenance price adjustment section, vendor may adjust the contract price as a result of any substantial changes in service expenses, including but not limited to expenses in connection with fuel cost, waste disposal. Environmental requirements, cost of materials, changes to governmental regulations or other administrative cost.

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
Kevin Takahashi	Fiscal Support/Fac.Mgmt.Mgr	538-5495	Kevin.K.Takahashi@courts.hawaii.gov
Wayne Taniguchi*	Fiscal Support/Fac.Mgmt.Mgr	539-4005	wayne.s.taniguchi@courts.hawaii.gov
Mark Santoki	TA Deputy Chief Court Admin	539-4052	mark.m.santoki@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*

11/04/2024

*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 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, 6<sup>th</sup> Floor  
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

☐

Approved

☐

Disapproved

☐

No Action Required

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

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