

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

TO: Chief Procurement Officer

FROM: Client Services / DCCA Office

\_\_\_\_\_  
*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:*

<p>1. Describe the goods, services or construction to be procured: Furniture Plus Design to install one (1) workstation in the Kapolei DCCA Office.</p> <p>See CP7 Attachment - Section 1 - List of goods, service or construction to be procured.</p>	
<p>2. Vendor/Contractor/Service Provider Name: Furniture Plus Design 700 Bishop Street, Suite 108 Honolulu, HI 96813</p>	<p>3. Amount of Request: \$16, 960.62</p>
<p>4. Term of Contract (shall not exceed 12 months), if applicable:  From: 03/01/25                      To: 02/28/26</p>	<p>5. Prior Judiciary Procurement Sole Source No. (if applicable):  N/A</p>
<p>6. Describe in detail the following:</p> <p>a. The unique features, characteristics, or capabilities of the goods, service or construction.</p> <p>The current workstations at the Kapolei Courthouse are Teknion brand. These workstations have been in place since the building opened. Teknion workstations adapt to different workspaces by offering structural products that intergrate desks, cabinets, shelves and cubbies. Teknion brand workstations are unique, therefore by installing a new Teknion workstation ensures a seamless integration with the existing Teknion structural parts and electrical connections.</p> <p>As noted in the sole source letter dated 12/10/24, Furniture Plus, Inc. dba Furniture Plus Design is the sole authorized Teknion dealer to sell and install Teknion workstations in the State of Hawaii.</p> <p>b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department.</p> <p>Furniture Plus Design is able to install a new Teknion workstation by integrating and connecting electrical components and structural features into existing Teknion furniture in the DCCA office. Teknion brand workstations is important as it ensures that DCCA office operations move forward seamlessly with a workstation that is efficient, compatible and logical. Teknion workstations are economical and practical and offers hands-on organization, in which it allows program specialists to fulfill their daily duties for the Family Court.</p> <p>As stated in the sole source letter dated 12/10/24, Furniture Plus, Inc. dba Furniture Plus Design is the only authorized Teknion dealer in the State of Hawaii. All requests for supply and installation of Teknion products in the State of Hawaii must be handled by Furniture Plus Design.</p>	

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:

Furniture Plus, Inc dba Furniture Plus Design is the sole source authorized Teknion dealer in the State of Hawaii. As outlined in the sole source letter dated 12/10/24, all requests for supply and installation of Teknion products in the State of Hawaii should be handled by Furniture Plus Design.

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.

No other source was researched or contacted, as indicated in the sole source letter dated 12/10/24, all requests for supply and installation of Teknion products in the State of Hawaii should be handled by Furniture Plus Design.

Furniture Plus, Inc dba Furniture Plus Design is the sole source authorized Teknion dealer in the State of Hawaii. All requests for supply and installation of Teknion products in the State of Hawaii must be handled by Furniture Plus Design.

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
Roland Lagareta	First Circuit Court - OPM	8085394183	roland.g.lagareta@courts.hawaii.gov
Jeff Galon *	First Circuit - Kapolei FC	8089548227	jeffrey.a.galon@courts.hawaii.gov
Carlton Yara	First Circuit Court - OPM	8085394072	carlton.c.yara@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/ Dwight S. Sakai

Department/Division/Program Head Signature

1/15/25

Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: \_\_\_\_\_

Inquiries about this request shall be directed to the contact named in Item 9. 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*

1150 Flint Road  
Toronto, Ontario  
M3J 2J5 Canada

Telephone 416.661.3370  
tekunion.com

tekunion

December 10, 2024

Mr. Carlton Yara

Office of Project Management (OPM)

Judiciary, State of Hawaii

777 Punchbowl Street

Honolulu, HI 96813

**DEALERSHIP STATUS IN THE STATE OF HAWAII**

Hello,

This letter is to confirm that Furniture Plus, Inc dba Furniture Plus Design is the sole authorized Teknion dealer in the State of Hawaii. All requests for supply and installation of Teknion products in the State of Hawaii should be handled by Furniture Plus Design.

Thank you for your consideration in this matter.

Respectfully,



John Forrest  
Vice President, Dealer & Channel Partnerships  
Teknion