

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

TO: Chief Procurement Officer

FROM: 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:

JE25-08

2. Vendor/Contractor/Service Provider Name:

Johnson Controls, Inc

3. Describe the goods and/or services:

Replacement of Input/Output Control Module for Air Handler Unit B-6 which supplies air into the Juvenile Detention Facility.

4. Explain in detail what is being amended:

Facilities Management of the First Circuit is asking to amend Contract J25122 for fiscal year 2025 from \$32,654.00 to 35,120.94. The request price increase of \$2,466.94 is for the cost of the replacement of Input/Output module that controls the AC for Air Handler Unit B-6.

5. Amended contract price for this request:

New contract total amount is \$35,120.94.

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

The request of the amendment is necessary to repair the Air Handler Unit which controls the air flow into the Juvenile Detention Facility to operate under normal conditions as a 24/7 facility. Without having the repair done will cause certain areas to become hot with no air movement.

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
Mark Santoki	TA-DCCA	539-4205	mark.m.santoki@courts.hawaii.gov
*Kaili Soon	TA- Facilities Manager	539-4005	kaili.b.soon@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

2/20/2025

\_\_\_\_\_  
*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 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

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No Action Required

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

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