

**THE JUDICIARY, STATE OF HAWAII**  
**NOTICE OF REQUEST FOR EXEMPTION**  
**FROM HRS CHAPTER 103D**

TO: Chief Procurement Officer

FROM: Fifth Judicial Circuit  
*Name of Requesting Division/Program*

*Pursuant to HRS § 103D -102 (b)(4) and HAR Chapter 3-120, The Judiciary requests a procurement exemption for the following:*

<b>1. Describe the goods, services or construction:</b> Overhaul Chiller #2- Set up equipment for job in mechanical room. Remove starter cabinet, purge assembly and control panel. Remove oil and filter and dispose off site. Disassemble chiller and check all manufacturers specifications are within tolerable ranges. Clean all parts and replace all gaskets and O-rings. Replace both motor bearings and reassemble motor. Reassemble chiller and set all components to original specifications. Reinstall starter cabinet, control panel and purge assembly. Pressure test with nitrogen and trace gas. Pull Vacuum overnight check microns and recharge chiller with recovered refrigerant. Start chiller and check operations. Log chiller. remove all equipment and clean up.	
<b>2. Vendor/Contractor/Service Provider:</b> Oahu Air Conditioning Services, Inc.	<b>3. Amount of Request:</b> \$68,198.22
<b>4. Term of Contract From:</b> To: Upon execution of contract to December 31, 2025	<b>5. Prior Judiciary Procurement Exemption No. (if applicable):</b>
<b>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:</b> Oahu Air Conditioning Services, Inc. is the current air conditioning and ventilation system vendor for the Fifth Judicial Circuit. It is advantageous to have one party responsible for the proper functioning of the ventilation and air conditioning systems. Allowing another vendor to work on the Fifth Judicial Circuit air conditioning and ventilation system exposes the Judiciary to potential multi-vendor conflicts which may impair the functioning and maintenance of the ventilation and air conditioning systems. Oahu Air Conditioning Services, Inc. was the responsible party who found additional leaks during economizer gasket replacement. Having another vendor provide the repairs may incur additional costs to the Judiciary for them to conduct an assessment of the air conditioning and ventilation system.	
<b>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:</b> Oahu Air Conditioning Services, Inc. is the current air conditioning and ventilation system vendor for the Fifth Judicial Circuit. Current contract was procured as a competitive sealed bid. Since Oahu Air Conditioning Services, Inc. is the current vendor for the air conditioning and ventilation system at Fifth Judicial Circuit, they are familiar with the current air conditioning and ventilation system issues. Oahu Air Conditioning Services, Inc. was the responsible party who found additional leaks during economizer gasket replacement and therefore, has the most information on the needed repairs.	

8. 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
Steven Serizawa	Fifth Circuit Court/Facilities	808-482-2381	steven.t.serizawa@courts.hawaii.gov
Shirley Moriguchi	Fifth Circuit Court/ Fiscal	808-482-2307	shirley.s.moriguchi@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.



Department/Division/Program Head Signature

March 07, 2025

Date

### For Chief Procurement Officer Use Only

Date Notice Posted: 03/12/2025

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