

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

TO: Chief Procurement Officer

FROM: Administration
(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. Exemption Reference (JE) number:

JE25-15

2. Vendor/Contractor/Service Provider Name:

Alert Holdings Group Inc. dba Alert Holdings Group, LLC / Alert Alarm Hawaii/ National Fire Protection

3. Describe the goods and/or services:

To acquire the professional services of Alert Alarm Hawaii to provide equipment and services for the development of the Judiciary Home Alarm Package for Judiciary employees who have been evaluated at an elevated risk of targeted violence at their residence as a result of their official duties.

4. Explain in detail what is being amended:

Compensation and payment schedule is being amended from a not to exceed amount to amend to an authorized unit of service payment schedule. Contract is amended from the not to exceed amount of \$40,800.00 to an authorized unit of service payment schedule to allow for the purchase of two (2) additional alarm systems (one (1) from 2024 end of year funding and one (1) from 2025 end of year funding).

5. Amended contract price for this request:

Unit rate payment schedule

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

The original notice for exemption was approved for services to existing alarm systems. This amendment is being prepared to account for the addition of two (2) additional alarm systems and any required services to those systems.

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
Timothy Kozak	Judiciary Security Office	539-4730	Timothy.a.kozak@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/ Daylin Heather

Department/Division/Program Head Signature

04/22/2025

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, 6th Floor
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

☐

Approved

☐

Disapproved

☐

No Action Required

Chief Procurement Officer Signature

Date