

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

TO: Chief Procurement Officer

FROM: Facilities Management

*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:*

1. Describe the goods, services or construction to be procured:

To provide year round preventive maintenance service to (1) emergency generator at Kapolei Judiciary Complex.

2. Vendor/Contractor/Service Provider Name:

Hawthorne Pacific Corp  
94-025 Farrington Hwy.  
Waipahu, HI 96797

3. Amount of Request:

\$9,536.67

4. Term of Contract (shall not exceed 12 months), if applicable:

From: July 01, 2025

To: June 30, 2026

5. Prior Judiciary Procurement Sole Source No.  
(if applicable):

JS25-15

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.

Emergency generator at Kapolei Judiciary Complex has been installed and serviced since inception of complex in 2011 by Hawthorne Pacific. All designing phase and programming at construction in 2011 was performed by Hawthorne Pacific and to have a third party involved in servicing would mean that reference to repair will need to go through Hawthorne Pacific at a possible added cost from the third party to the Judiciary. Hawthorne Pacific has been maintaining and servicing the generator since 2011. Hawthorne is the only authorized dealer in the State and has all of the tracking and service documents for the generator since maintenance started. Hawthorne implemented and monitors the program that tracks the generator systems.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department.

The emergency generator should be properly maintained to avoid delays and unannounced power outages. This emergency generator serves to continually maintain high volume equipment, various prioritized lighting, elevators, minimal AC for up to 8 hours either till power is restored for employees being able to shutdown equipment properly and exit safely. A third party in an emergency situation will not be able to repair as stated prior that Hawthorne has all of the tracking and service documents for the generator since maintenance started. Hawthorne implemented and monitors the program that tracks the generator systems. Further delays without proper maintenance will lead up up to possible unsafe conditions and/or equipment damages. Kapolei has had a maintenance agreement with Hawthorne from the beginning and this maintenance agreement has kept the Kapolei generator in excellent shape with no problems.

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:

Being that the emergency generator is a Caterpillar brand, Hawthorne Pacific has submitted a letter stating that since 1956, Hawthorne Pacific is the authorized dealer and technical support for Caterpillar generators. They are the only authorized servicing dealer for the state of Hawaii. Hawthorne uses this historical data to fine tune, suggest upgrades and perform preventive maintenance on the generator. Besides there being no other qualified vendor, Hawthorne is the only vendor with this historical data to assist with maintenance.

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.

As the only service dealer in the state of Hawaii and per the attached letter the entire pacific region no other vendor can provide service for this generator. Cummins another company on Oahu was contacted and they are not able to provide a maintenance contract for the Judiciary owned Caterpillar emergency generator due to proprietary nature of the internal controls and monitoring system. Hawthorne Pacific is the only vendor that is authorized to provide service and maintenance to the generator as being commissioned in 2011 to provide service.

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
*Kaili Soon	Fiscal Support/Facilities Mgmt	539-4005	Kaili.B.Soon@courts.hawaii.gov
Mark Santoki	TA DCC Administrator	539-4052	Mark.M.Santoki@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/ Lori Okita

Department/Division/Program Head Signature

4/10/2025

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*



Electric Power Division  
5205 N O'Connor Blvd Ste. 100,  
Irving, TX 75039

March 31, 2025

Subject: Authorized Caterpillar Dealer

To whom it may concern:

Caterpillar is pleased to inform you that Hawthorne CAT is and has been an authorized Caterpillar dealership since 1956. Over these years, Hawthorne CAT has been selling Caterpillar product and providing excellent customer service and support to Electric Power Generation Equipment Customers. Hawthorne CAT is Caterpillars designated Dealership San Diego, California and surrounding region, the state of Hawaii, the Island of Guam, The Federated States of Micronesia, the Republic of Belau, the commonwealth of Northern Mariana Islands the republic of the Marshal Islands and Western Samoa.

Hawthorne CAT is the only authorized servicing dealer for these areas.

We are sure you will find that Hawthorne CAT has all the people and resources to satisfy your EPG needs.

Sincerely,

Nicole Eldredge

Territory Sales Manager-Southwestern US

Retail Electric Power Solutions Caterpillar Inc.

Office: + 1 309 494 5081

Cell: +1 847 212 8020

[Nicole.Eldredge@cat.com](mailto:Nicole.Eldredge@cat.com)