

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

TO: Chief Procurement Officer

FROM: Third Judicial Circuit

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:

Maintenance agreement for ventilation and air conditioning controls in Hilo Courthouse

2. Vendor/Contractor/Service Provider Name:

Island Controls, Inc.
4355 Lawehana Street #1
Honolulu, Hawaii 96818

3. Amount of Request:

\$12,858.63

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

From: Execution of Contract To: June 30, 2026

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

JS24-09

6. Describe in detail the following:

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

Hilo Judiciary Complex uses Automated Logic Web CTRL products for its environmental controls. Island Controls Inc. installed all the original equipment for Hilo Judiciary Complex and they solely represent the Automated Logic Web CTRL equipment and maintenance in the State of Hawaii. ALC's reputation is predicated upon providing building automation systems which are intuitively designed, feature rich, extremely powerful, and provide many years of reliable operation. Island Controls' local expertise and resources, combined with the company's access to Island Controls' engineering resources and support reassures that the Judiciary will continue to have access to their expertise and support. We require our maintenance contractor to be authorized by our controls manufacturer, Automated Logic (ALC). For reasons of safety, health, energy efficiency, it is prudent to avoid consequent uncertainties and complications of introducing vendors not authorized the by our equipment manufacturer.

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

The Automated Logic Web CTRL system at Hilo Judiciary Complex regulates the building's ventilation and air conditioning systems. A proper environment is important to the health and comfort of people in the courthouse, workers, and public alike, and to the integrity and longevity of records and equipment inside the courthouse. Island Controls, Inc. is responsible for all aspects of our product including design, engineering, programming, installation, start-up, ALC hardware/software sales, warranty support of ALC systems and factory training.

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:

The system installed at Hilo Judiciary Complex is an Automated Logic – WebCTRL System. Island Controls, Inc. is the exclusive Authorized Dealer for the State of Hawaii since 1998. As stated in the vendor issued letter dated 01/13/2025, Automated Logic (ALC) products and services are solely represented in the State of Hawaii by Island Controls. They are responsible for all aspects of ALC products including design, engineering, programming, installation, start-up and warranty. This includes ALC hardware/software sales, warranty support of ALC systems and factory training. Island Controls has been an authorized dealer of ALC products and there are no other factory authorized vendors in Hawaii.

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.

Automated Logic (ALC) products and services are solely represented in the State of Hawaii by Island Controls, Inc. since 1998. They are responsible for all aspects of our product including design, engineering, programming, installation, start-up and warranty. This includes ALC hardware/software sales, warranty support of ALC systems and factory training. Other than Island Controls, Inc., Automated Logic (ALC) has no factory authorized representatives in the state of Hawaii, as such no other sources would meet the department needs.

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
Ben A. Publico	Third Judicial Circuit	8089617529	Ben.A.Publico@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/ Richard D. Kim

Department/Division/Program Head Signature

07/15/2025

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, 6th Floor
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

☐

Approved

☐

Disapproved

☐

No Action Required

Chief Procurement Officer Signature

Date



January 13, 2025

Reference: Island Controls, ALC Distribution Regional Partner

To whom this may concern,

Automated Logic (ALC) products and services are solely represented in the State of Hawaii by Island Controls. They are responsible for all aspects of our product including design, engineering, programming, installation, start-up and warranty. This includes ALC hardware/software sales, warranty support of ALC systems and factory training. Island Controls has been an authorized dealer of Automated Logic Corporation (ALC) since 1998 and continues to demonstrate its expertise through the successful completion of a wide range of challenging control projects.

ALC's reputation is predicated upon providing building automation systems which are intuitively designed, feature rich, extremely powerful, and provide many years of reliable operation. Island Controls' local expertise and resources, combined with the company's access to Island Controls' engineering resources and support, will hopefully be of substantial reassurance to you.

If you have any questions, please feel free to e-mail me at chad.best@carrier.com. I hope you will give Island Controls the opportunity to serve you.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad Best".

Chad Best
Region Sales Manager
West Coast US