

**THE JUDICIARY, STATE OF HAWAII
NOTICE OF AMENDMENT TO
SOLE SOURCE CONTRACT**

TO: Chief Procurement Officer

FROM: First Circuit -DCCA Office

(Name of Requesting Division/Program)

Pursuant to HRS § 103D -306 and HAR Chapter 3-122, Subchapter 9, The Judiciary requests an amendment to sole source approval as follows

1. Sole Source Reference (JS) number:

JS26-24

2. Vendor/Contractor/Service Provider Name:

Astrophysics Inc.

3. Describe the goods and/or services:

Belt Replacement for X-Ray screening unit ASTRC160SS3294; cost for replacement work \$2,882.89.

4. Request to amend is submitted in order to:

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Revise the scope of services for the contract as follows:



Amending Contract price

Original Contract Price: \$22,354.84

Amended Contract Price: \$25,237.73

5. Explain in detail why this/these amendment(s) is/are necessary.

The replacement of the X-Ray belt is due to wear and tear which is not covered under our current maintenance contract.

6. 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
*Erica Uahinui	Office of the DCCA	538-5127	Erica.b.uahinui@courts.hawaii.gov
Michelle D. Acosta	DCCA	538-5222	Michelle.d.acosta@courts.hawaii.gov

Agency shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or 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

11/06/2025

Department/Division/Program Head Signature

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 11/10/2025

Inquiries about this request shall be directed to the contact named in Item 6. Submit written objection to this NOTICE OF AMENDMENT TO SOLE SOURCE CONTRACT 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:

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Approved

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Disapproved

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No Action Required

Chief Procurement Officer Signature

Date