

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:

<p>1. Describe the goods, services or construction to be procured: Replace Hale Kaulike's Chiller 2's (CH-2) defective/obsolete Liquid Flow 1 (LF1) Variable Frequency Drive (VFD) and upgrade to the Liquid Flow 2 (LF2) VFD. Includes new LF2 VFD w/h internal line reactor, and related hardware/software components, eductor oil reclaim upgrade, ICVC upgrade. Includes; refrigerant recover, electrical power supply modifications, sheet metal work for electrical cabinet cover, shipping, disposal, start up, programming, commissioning and service engineering support.</p>	
<p>2. Vendor/Contractor/Service Provider Name: Carrier Commercial Service 94-196 Ukee St. Waipahu, HI 96797</p>	<p>3. Amount of Request: \$165,713.02</p>
<p>4. Term of Contract (shall not exceed 12 months), if applicable: From: Upon contract execution To: July 31, 2026</p>	<p>5. Prior Judiciary Procurement Sole Source No. (if applicable):</p>
<p>6. Describe in detail the following:</p> <p>a. The unique features, characteristics, or capabilities of the goods, service or construction. Per Sole Source letter dated 08/15/2025, Carrier Commercial Service (CCS) is the original manufacturer's service organization for centrifugal chillers, and maintains exclusive access to proprietary engineering data, factory-authorized parts, software and control logic necessary to perform simple repairs and certain critical system upgrades and retrofits. Replacing and upgrading the LF1 VFD to LF2 VFD, as part of the ICVC upgrade from PICII to PICIII requires Carriers proprietary configuration files, firmware and calibration procedures. These elements are proprietary data and information that are essential to the proper operation and safety of the unit under any operating condition.</p> <p>b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department. Upgrade is critical to maintaining the reliability and continued operation of Hilo's HVAC system. The existing CH-2 VFD is obsolete and replacement parts are no longer available. In the event of a failure, replacement of the VFD would be required to restore the chiller to operational status. Due to the nature of the ICVC upgrade and its tight integration with both the chiller's control platform and VFD operating parameter, project must be performed by CCS factory-trained technicians to ensure: 1) Proper hardware and software integration between the new LF2 VFD and the PICIII controller, 2) Compliance with Carrier Factory specifications to maintain operational safety, reliability, and performance, 3) Preservation of warranty eligibility and continued support for the equipment.</p> <p>Properly functioning ventilation and air conditioning systems are essential for the daily operations at Hale Kaulike as well as for the health, safety and comfort of all employees and court patrons. Hale Kaulike's air conditioning system has two chillers for redundancy. Upgrading CH-2 VFD will ensure suitable temperatures is maintained inside the courthouse if CH-1 is inoperable.</p>	

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:

Per Sole Source letter dated 08/15/2025, CCS is the only authorized entity with the required technical resources and training, programming tools, and access to Carrier's proprietary systems to execute this specific VFD and ICVC control upgrade. CCS is the original manufacturer's service organization for Carrier centrifugal chillers, and maintains exclusive access to proprietary engineering data, factory-authorized parts, software, and control logic necessary to perform simple repairs and certain critical system upgrades and retrofits, including VFD and ICVC control upgrades.

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.

Due to Sole Source letter dated 08/15/2025 noting project must be performed by CCS factory-trained technicians, there are no suitable alternative vendors.

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
Chelsea K Kane *	Third Judicial Circuit	8083228725	Chelsea.K.Kane@courts.hawaii.gov
Ben A Publico	Third Judicial Circuit	8089617680	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/Robert D.S.Kim

Department/Division/Program Head Signature

12/19/2025

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