

**THE JUDICIARY, STATE OF HAWAII  
NOTICE OF REQUEST FOR EXEMPTION  
FROM HRS CHAPTER 103D**

TO: Chief Procurement Officer

FROM: First Circuit Court/Facilities Management  
*Name of Requesting Division/Program*

*Pursuant to HRS § 103D -102 (b)(4) and HAR Chapter 3-120, The Judiciary requests a procurement exemption for the following:*

<p><b>1. Describe the goods, services or construction:</b></p> <p>One (1) year elevator maintenance agreement for elevators, escalators and dumbwaiter at Kauikeaouli Hale.</p> <p>Maintenance contract which covers (1) Dumbwaiter, (6) Escalators, (7) Geared elevators, &amp; (1) Hydraulic elevator located at Kauikeaouli Hale.</p>	
<p><b>2. Vendor/Contractor/Service Provider:</b></p> <p>OTIS Elevator Company 863 Halekauwila Street Honolulu, HI 96813</p>	<p><b>3. Amount of Request:</b></p> <p>Est. Total cost one (1) year - \$208,751.79</p>
<p><b>4. Term of Contract</b> From: January 1, 2026 To: December 31, 2026</p>	<p><b>5. Prior Judiciary Procurement Exemption No. (if applicable):</b> JE21-33</p>
<p><b>6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:</b></p> <p>It is not practicable or not advantageous for the Program/Division to procure by competitive means with regards to repairs and maintenance of State-owned dumbwaiter, escalators and elevators and whether this service should be competitively bid or handled manufacturers' maintenance, extensive investigation by DAGS Central Services Division has determine that servicing by manufacturers affords the best liability protection and value for the State. The basis for this includes: a) liability issues, accountability through single sole manufacturer to protect the Judiciary exposure to liability; b) cost and parts availability, as the manufacturer has access to original parts, specifications, parts and engineering support to perform repairs and maintenance work as being the original equipment manufacturer (OEM); (c) manufacturer's factory-trained technicians who have technical expertise and access to proper parts.</p>	

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

OTIS Elevator Company is the originally installer of the elevator system and based on the explanation in item 6 above, was selected and has provided the maintenance services since the elevator was first placed into service at Kauikeaouli Hale.

8. 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
*Kevin Takahashi	Assistant Facilities Manager	538-5495	Kevin.K.Takahashi@courts.hawaii.gov
Robert Sherman	DCCA	539-4052	Robert.W.Sherman@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/ Lori Okita

*Department/Division/Program Head Signature*

02/12/2026

*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, 6<sup>th</sup> Floor  
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

\_\_\_\_\_  
*Chief Procurement Officer Signature*

\_\_\_\_\_  
*Date*