



6. Explain in detail why the amendment(s) are necessary:

This is related to the request to replace the existing aging Chiller No. 3 in the Kauai Judiciary Complex with a new upgraded Chiller. The cost of bonding (Performance and Payment) in the amount of \$6,773.70 was not included in the vendor's original price proposal.

7. 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
James Shattuck	Admin./Policy & Planning/CIP	539-4748	james.r.shattuck@courts.hawaii.gov
Steven Serizawa	Fifth Circuit Facilities Manager	482-2381	steven.serizawa@courts.hawaii.gov
Shirley Moriguchi	Fifth Circuit Fiscal Officer	482-2307	shirley.s.moriguchi@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/ Karen Takahashi

\_\_\_\_\_  
*Department/Division/Program Head Signature*

04/28/2026

\_\_\_\_\_  
*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*