

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

TO: Chief Procurement Officer

FROM: Second 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:

1. Describe the goods, services or construction:

Replace two (2) garage exhaust fan discharge isolation dampers at Hoapili Hale.

2. Vendor/Contractor/Service Provider:

Dorvin D. Leis co., inc.
202 Lalo St.
Kahului, HI 96732

3. Amount of Request:

\$44,138.47

4. Term of Contract From: To:

From contract execution to August 31, 2027

5. Prior Judiciary Procurement Exemption No.
(if applicable):

N/A

6. Explain in detail why it is not practicable or not advantageous for the Program/Division to procure by competitive means:

It is not practicable or advantageous to procure the replacement motorized isolation dampers through competitive means from a vendor other than Dorvin D. Leis (DDL) due to the existing warranty, system compatibility, and operational risks associated with the recently replaced exhaust fan system. DDL recently replaced the exhaust fan associated with the motorized isolation dampers, and the exhaust fan remains under DDL's standard warranty. Although another qualified vendor may perform the replacement of the isolation dampers, DDL has advised that the exhaust fan warranty would be voided if 1) materials or debris are dropped through the ductwork and into the exhaust fan during the damper replacement and/or 2) the replacement isolation dampers fail to operate as designed, including a condition in which the exhaust fan is permitted to operate while the isolation damper is closed. Replacement of the dampers requires work within the existing ductwork and coordination with the recently installed exhaust fan. Using a vendor other than DDL introduces a risk that installation methods, materials, controls, or damper operation may not be fully compatible with the existing exhaust system. Procurement through DDL is considered the most prudent and cost-effective approach because it minimizes the risk of damage to the recently installed equipment, protects the existing warranty, ensures compatibility with the exhaust system, and reduces the potential for future corrective costs or operational disruptions.

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

DDL was the original installer of the exhaust fan at Hoapili Hale. Being that the exhaust fan is currently under DDL's standard warranty, another company replacing the isolation dampers could void the warranty if 1) materials or debris are dropped through the ductwork and into the exhaust fan during the damper replacement and/or 2) the replacement isolation dampers fail to operate as designed, including a condition in which the exhaust fan is permitted to operate while the isolation damper is closed. Having DDL replace the isolation dampers also provides continuity as they are familiar with the existing equipment, ductwork, controls, and system configuration. This reduces the risk of improper installation or operation and provides a clear line of responsibility for the overall performance of the exhaust system.

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
*HoneyDean Edmalin	Second Circuit / Facilities	808-244-2782	honeydean.d.edmalin@courts.hawaii
Marsha Yamada	Second Circuit/DCCA	808-244-2784	marsha.t.yamada@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/ Sandy S. Kozaki

Department/Division/Program Head Signature

09/14/2026

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, 6th Floor
Honolulu, Hawaii 96813-2807

Chief Procurement Officer (CPO) Comments:

☐

Approved

☐

Disapproved

☐

No Action Required

Chief Procurement Officer Signature

Date