

THE JUDICIARY, STATE OF HAWAII
NOTICE AND REQUEST FOR SOLE SOURCE

TO: Chief Procurement Officer

FROM: First Circuit / Circuit Court / Facilities Management

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:

1. Describe the goods, services or construction to be procured: One (1) year repair and maintenance service contract for the Automated Logic WebCTRL computerized HVAC control system at Ali'iōlani Hale, including the Chief Justice's area, courtroom chamber, and conference room.	
2. Vendor/Contractor/Service Provider Name: Island Controls, Inc. 4355 Lawehana Street #1 Honolulu, HI 96818	3. Amount of Request: \$9,108.00 tax included
4. Term of Contract (shall not exceed 12 months), if applicable: From: 10/01/2026 To: 09/30/2027	5. Prior Judiciary Procurement Sole Source No. (if applicable): JS26-37
6. Describe in detail the following: a. The unique features, characteristics, or capabilities of the goods, service or construction. The Judiciary's existing HVAC control system at Ali'iōlani Hale utilizes the Automated Logic WebCTRL system, which requires specialized knowledge for programming, troubleshooting, repair, and maintenance. Island Controls is the authorized Automated Logic representative in Hawai'i and provides ALC-specific technical support, including programming, maintenance, repair, and software/hardware support. Island Controls has been an authorized Automated Logic dealer since 1998 and has extensive experience with these systems. Due to the proprietary nature of the WebCTRL system and the need for system compatibility and specialized expertise, Island Controls is the only authorized source identified to provide the required maintenance and repair services. +	
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department. The Automated Logic WebCTRL system is essential to the operation of the HVAC system serving the Chief Justice's Chamber, staff, and conference areas at Ali'iōlani Hale. The system controls the Air Handling Unit and Variable Air Volume boxes to maintain required temperatures and airflow. The proprietary WebCTRL software allows building operators to program temperature and airflow settings, improve energy efficiency, and monitor system performance. Real-time alerts also allow operators to identify equipment failures or service interruptions and respond promptly, reducing the risk of disruptions and costly repairs. Continued maintenance and support of the WebCTRL system are essential to maintaining occupant comfort, energy efficiency, reliable HVAC operation, and timely response to system issues.	

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:

Island Controls & Automated Logic are the exclusive distributors for Automated Logic WebCTRL for the State of Hawaii. Also, Island Controls maintains the only factory authorized Automated Logic WebCTRL technicians in the State of Hawaii. Island Controls' local expertise and resources, combined with the company's access to Island Controls' engineering resources and support, will be of substantial reassurance to the Judiciary demands. This includes ALC hardware/software sales, warranty support of ALC systems and factory training. Island Controls has been an authorized dealer of Automated Logic Corporation (ALC) since 1998 and continues to demonstrate its expertise through the successful completion of a wide range of challenging control projects.

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.

Every DDC system vendor like Island Controls, Inc. has their own proprietary logic system which cannot intertwine with other vendors of similar nature. Access to the Aliiolani Hale WebCTRL system should require official authorized approval from the Judiciary/Facilities Management Branch. Island Controls will assist with adding approved users to the WebCTRL system. Any unauthorized third-party control vendor access or integration to the Aliiolani Hale WebCTRL system would jeopardize the integrity of the Judiciary's DOC system maintenance agreement.

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
Robert Sherman	First Circuit / DCCA	539-4205	Robert.W.Sherman@courts.hawaii.gov
Kaili Soon	Facilities Management Manager	539-4005	Kaili.B.Soon@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/ Lori Okita

09/04/2026

Department/Division/Program Head Signature

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

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No Action Required

Chief Procurement Officer Signature

Date