THE JUDICIARY, STATE OF HAWAII

NOTICE OF REQUEST TO AMEND AN EXEMPTION FROM HRS CHAPTER 103D CONTRACT

TO: Chief Procurement Officer

FROM: Admin. / Policy and Planning Division / Capital Improvements

(*Name of Requesting Division/Program)*

Pursuant to HRS § 103D -102 (b)(4) and HAR Chapter 3-120, The Judiciary requests to amend an exempt contract as follows:

1. CP-3, Exemption Reference (JE) number:

JE24-45, JAE26-13 and JAE26-17

2. Vendor/Contractor/Service Provider Name:

Oahu Air Conditioning Service (SenPlex)

3. Describe the goods and/or services:

This project involves the labor and materials required to replace obsolete A/C equipment, specifically the AHUs and FCUs, serving Ali'iolani Hale. The scope includes the removal and disposal of the old equipment, which will be replaced with new units.

The existing reheat system serving the AC system has been inoperable for some time and cost to replace / restore the system is unfeasible. Reheat system components are deteriorating and pose occupational hazards for those working / servicing equipment on the roof. The existing AC reheat system shall be demolished and removed.

4. Explain in detail what is being amended:

The scope of services of the current contract, J24504, and incorporates the additional work outlined in COP-003 for the demolition and removal of the existing reheat system including heat pumps HP-1, HP-2, two hot water circulating pumps, one hot water tank, two return hot water pumps, and associated piping supports. Existing refrigerant and oil from HP-1 and HP-2 shall be recovered. All items will be collected, bundled and hoisted off the roof by crane.

This COP-003 adds $18,900.00 to the amended contract amount of $2,172,306.00, bringing the total contract value to $2,191,206.00.

5. Amended contract price for this request:

$2,191,206.00

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

The existing reheat system serving the rooftop AC equipment has been inoperable for some time and cost to replace / restore the system is unfeasible. Reheat system components are deteriorating and pose occupational / safety hazards for those working / servicing equipment on the roof. The existing reheat system shall be demolished and removed to prevent injury to personnel and damage to the roofing system.

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
Kaili B. Soon	1st Circuit Facilities	539-4005	kaili.b.soon@courts.hawaii.gov
Curt Shibata	Office of the Chief Justice	539-4730	curt.m.shibata@courts.hawaii.gov
James Shattuck*	CIP Administrator	539-4748	james.r.shattuck@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.

Karen Takahashi

Department/Division/Program Head Signature

November 2, 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

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Chief Procurement Officer Signature *Date*