



STATE PROCUREMENT OFFICE  
**NOTICE OF REQUEST TO AMEND AN EXEMPTION  
FROM HRS CHAPTER 103D CONTRACT**

13 DEC 20 A 8:40

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer  
FROM: Department of Land and Natural Resources, State Parks  
*Name of Requesting Department*

Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:

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| 1. SPO-007, Exemption Reference (PE) Number: PE11-087-Ba2                                  |
| 2. Vendor/Contractor/Service Provider Name: Economy Plumbing & Sheet Metal, Inc. ("EPSMI") |

3. Describe the goods, services, or construction:  
The construction of a replacement heating, ventilating and air conditioning ("HVAC") system for Iolani Palace ("Palace") and related improvements by the Department of Land and Natural Resources ("DLNR"). The project consists of an on-site chilled water plant and various mechanical/electrical/architectural improvements within the Palace.

4. Explain in detail what is being amended:  
We request an extension of the contract period to May 1, 2014. The request will amend P.E. No. 11-087-Ba2, CPO Comments, Item 3. "Contract period is 07/01/12 to 01/01/14". The requested amendment will extend the contract completion on May 1, 2014 instead of January 1, 2014.  
There will be no additional cost to the State for this amendment as all cost are covered in the contract. The contractor needs additional time to complete the required scope of work.  
ATTACHED ARE: ATTACHMENT 1 - DLNR'S REQUEST MEMO AND ATTACHMENT 2 - A COPY OF P.E. NO 11-087-Ba2. Refer to Attachment 1 for more details on the request.

5. Amended contract price for this request: \$ 0

6. Explain in detail why the amendment(s) are necessary:  
The amendment will allow the contractor to complete the work described in Attachment 1. This involves completing the installation of the fan coil units in the basement section of the Palace; testing, balancing and troubleshooting the system operation; and completing all punchlist items that will be identified in the final inspection of the project. If this work is not allowed to be completed, the new HVAC system for the Palace will not have climate control to safeguard historic and cultural artifacts and items in the basement display areas and the new system will not be able to be tested and adjusted, thus rendering the new system as not being able to improve climate control and safeguard of iconic features and artifacts in the Palace.  
Refer to Attachment 1 for more details on this request.

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/Agency	Phone Number	Email address
Russell Kumabe	State Parks/DLNR	587-0305	russell.p.kumabe@hawaii.gov
Carty Chang	Engineering/DLNR	587-0230	carty.s.chang@hawaii.gov

**All requirements/approvals and internal controls for this expenditure is the responsibility of the department. I certify that the information provided is to the best of my knowledge, true and correct.**



Department Head Signature

12/20/13

Date

**For Chief Procurement Officer Use Only**

Date Notice Posted:

12/20/13

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is granted for the period 1/1/2014 to 5/1/2014 and is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-122, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file. If there are any questions, please contact Bonnie Kahakui at 587-4702 or bonnie.a.kahakui@hawaii.gov.

Approved

Disapproved

No Action Required



Chief Procurement Officer

1/9/14

Date