



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

TO: Chief Procurement Officer

FROM: DBEDT

Name of Requesting Department

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured.
The services to be procured are to recruit and organize post secondary educational institutions (colleges and universities) and secondary schools in Hawaii to coordinate and leverage marketing efforts and resources to brand the state as a desirable location for overseas students.

Table with 2 columns: Vendor/Contractor/Service Provider Name, Amount of Request, Term of contract, Prior SPO-001, Sole Source (SS) No. Includes handwritten notes like 'Sam 4/25/14' and dates '6/1/14', '5/31/15', '5/14/14'.

6. Describe in detail the following:
a. The unique features, characteristics, or capabilities of the goods, service or construction.
DBEDT recognizes that international students have a major economic impact to Hawaii's economy. To increase the number of international students studying in Hawaii, DBEDT organized a consortium of 20 public and private schools interested in increasing their international student enrollment.

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.

DBEDT recognizes that in spite of marketing and recruiting efforts by the individual institutions, the number of international students studying in Hawaii have continued to decline. The Study Hawaii Educational Consortium, a 501(c)3 organization, is the only statewide organization consisting of educational institutions actively devoted to recruiting international students to study in Hawaii. The consortium has the critical mass of schools and is best positioned to leverage their members' marketing and promotional efforts into a coordinated, consolidated and collaborative effort to effectively market Hawaii as a place for overseas students to study.

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.

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/Agency	Phone Number	E-mail Address
Dennis Ling <i>Sam Alzola</i>	BDS	808-587-2755 <i>Sam Alzola</i>	dling@dbedt.hawaii.gov
Milton Kwock <i>MARLENE HIRAKA</i>	BDS	808-587-2758 <i>8</i>	mhwok@dbedt.hawaii.gov <i>mhiraka</i>

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

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.

Mary Alice Ebone

 Department Head Signature

3-27-14

 Date

For Chief Procurement Officer Use Only

Date Notice Posted: 3/31/2014

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:

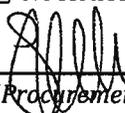
Approval is granted for the period 6/1/14 to 5/31/15. This approval is based on SHEC as the only statewide organization consisting of educational institutions devoted to recruiting international students to study in Hawaii and is for the solicitation process only. HRS section 103D-310(c) and HAR section 3-122-112, 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. Sole source contracts in excess of \$100,000 require cost or pricing data pursuant to HAR chapter 3-122, subchapter 15 and 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 Stanton Mato at 586-0566, or email stanton.d.mato@hawaii.gov.

Approved

Disapproved

No Action Required



Chief Procurement Officer Signature

3/16/14
Date