



STATE PROCUREMENT OFFICE
NOTICE OF AMENDMENT TO SOLE SOURCE CONTRACT

14 MAY 15 A10:16

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Name of Requesting Department

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests an amendment to sole source approval as follows:

1. SPO-001, Sole Source Reference (SS) Number: SS14-061S
2. Vendor/Contractor/Service Provider Name: Environmental Systems Research Institute
3. Describe the goods, services, or construction.
The Enterprise Agreement for Esri GIS software will include the upgrade of over 200 existing Esri GIS licenses currently held by State agencies to current versions, maintenance and technical support of the software, and unlimited deployment of included software licenses for the term of the contract. It also includes 20 organizational subscriptions to Esri's cloud-based mapping platform, ArcGIS Online. Only Esri offers such an agreement for their software. For details, please see attached

4. Request to amend is submitted in order to:
[ ] Revise the scope of services for the contract as follows: 30 5/15/14
Change Period of Performance From 7/1/2014 To 6/3/2017 due to FY14 funding reasons
[ ] Increase contract price by 10% or more:
Original Contract Price: Amended Contract Price:

5. Explain in detail why this/these amendment(s) is/are necessary.
End of Fiscal year accounting suggests funding this ELA start in FY14 is not feasible, but funding to start in FY15 on 7/1/2014 is feasible

6. 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.)

Table with 4 columns: Name, Division/Agency, Phone Number, E-mail Address. Row 1: Debra A. Gagne, OIMT, 586-1944, debra.a.gagne@hawaii.gov

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

All requirement/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 Date 5/13/14

**For Chief Procurement Officer Use Only**

Date Notice Posted: 5/15/14

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 to change the contract term to 7/1/14 to 6/30/17 based on the accounting department's suggestion to fund the ELA in fiscal year 2015. This approval is for the solicitation process only, HRTS 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 [stanton.d.mato@hawaii.gov](mailto:stanton.d.mato@hawaii.gov).

Approved     Disapproved   

  
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Chief Procurement Officer Signature    Date 5/27/14