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STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: Transportation/Airports/Oahu District
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.
Unknown quantities of replacement/new parts for existing location at Honolulu International Airport and possible expansion to additional locations on Oahu as well as neighbor island airports to manage fuel receipts, issuances, provide up to the day fuel tank readings and other fuel/vehicle related reports. Parts include, but not limited to, vehicle identification boxes, island control units (ICU), key fobs, antennae, additional software licenses/modules for vehicle refueling/repair modules as needed to implement system at other locations.

Table with 2 columns: Vendor/Contractor/Service Provider Name, Amount of Request, Term of contract, Prior SPO-001, Sole Source (SS) No.
AssetWORKS, \$100,000.00, From: 11/17/2014, To: 11/11/2015, 14-021 K

6. Describe in detail the following:
a. The unique features, characteristics, or capabilities of the goods, service or construction.
AssetWorks provides a fuel management system that fully integrates the fuel tanks, the pumps, and vehicle maintenance records. Software support, site controller parts, and vehicle mounted interface hardware are only available from AssetWorks. Other vendors parts do not fit, do not operate on the same frequencies, or are not recognized by this system's existing hardware. AssetWORKS does not sub-contract or assign other computer companies to perform maintenance services, assistance, or licensing permissions for the software.
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department
This system automates the recording of fuel transactions so Airports does not need to station an individual next to the fuel pumps, 24/7, to provide fueling assistance and record the transaction details. The transaction details are automatically exported from the fuel island site controller to the fleet software application with no manual input/interaction. The fleet management software records all fuel transactions mated with fuel costs, operator, vehicle. The automotive mechanics use the fleet management software to enter all repairs, parts, and other costs associated with maintaining/repairing Airports vehicles. Comprehensive reports are now available within one minute of request (JVs, fuel history, repairs, etc.)

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.

Original hardware/software provided through Fleet Management System and fuel pump upgrade contract that was solicited via IFB, CO1803-33, #57485. AssetWORKS does not subcontract, support or license other computer companies to provide support, services or parts for the system. Alternate systems exist but require manual transfer of information between that system and AssetWORKS which may involve data loss or errors. Additionally, other systems are also proprietary, so parts are not interchangeable.

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.

Coencorp Fleet Management System, EJ Ward, Manager Plus, Etorus, Fuel Force, P Fleet (formerly Plavan.) Each system is proprietary. AssetWORKS is a combined system (formerly Gasboy, Maximus) that was purchased and married together to work seamlessly from fuel receipt/issuance to reporting, including billing, asset management, parts management and all things related to a vehicle's life. It includes shop management tools such as employee management, tools, bay, etc. No other system is as all inclusive as AssetWORKS. Additionally, UH, BWS, MCBH, HPD, and HECO use this system.

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
Christopher Murphy * 	Airports/Oahu	808-836-6487	christopher.murphy@hawaii.gov
Arnold Keawe	Airports/Oahu	808-836-6490	arnold.k.keawe@hawaii.gov

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.**

Department Head Signature

9.15.14
Date

For Chief Procurement Officer Use Only

Date Notice Posted: 11/13/14

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 for the period from 11/12/2014 to 11/11/2015 and is based on the department's representation that AssetWorks is the sole provider of support, services, and parts of the AssetWorks automated refueling system.

This approval 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. 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 Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

Approved

Disapproved

No Action Required



Chief Procurement Officer Signature Date 12/14