



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

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ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: Department of Transportation, Airports Division
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 Department of Transportation, Airports Division ("DOTA") requests sole source approval to purchase Information Technology ("IT") maintenance services to support the DOTA AIRMIS21 PropWorks System. The system is a complex and mission critical system that integrates the following: Oracle Financials Accounts Receivable and PropWorks application software, using Oracle database management system and associated Oracle and open source software tools. PropWorks is a niche commercial-off-the-shelf ("COTS") airport software package and is the major component of the AIRMIS21 system.

Table with 2 columns: Vendor/Contractor/Service Provider Name, Amount of Request, Term of contract, and Prior SPO-001, Sole Source (SS) No. Includes handwritten notes like '3/25/15 per Amy Saito' and dates '28 May', '27 May', '1-May-15', '30-Apr-16'.

6. Describe in detail the following:
a. The unique features, characteristics, or capabilities of the goods, service or construction.
IT maintenance services will provide preventive and remedial assistance to the DOTA IT staff for system problem determination and resolution. Hoike Networks, Inc. (HNI) has an exclusive support agreement with AirIT, the vendor for Propworks, for the State of Hawaii. HNI's technical resources were part of the initial system implementation team for AIRMIS21 in 2003 and has performed subsequent system upgrades and patches. HNI possesses the technical expertise and certification from AirIT to most effectively maintain the system. HNI's technical team also provides support to other airports, such as Hartsfield Jackson and Atlanta International Airport.
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department
The IT specialized skillset provided by HNI will ensure that system downtime is minimized. DOTA seeks HNI services to provide system updates/patches and resolve any problems in a timely manner. HNI's IT resources are also knowledgeable in Oracle software application tools, database management systems and the PropWorks interface. They are therefore able to provide total system support. HNI's IT resources require less training to provide the continued support for the system because they provided IT support from the system's inception. The AIRMIS21-PropWorks system is a mission critical system for the DOTA because it supports data in concession leases, permits, customer information, statistics, space management, and billing.

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.

Air IT has provided an updated and attached memo to DOTA stating that HNI is the only Hawaii based vendor that can perform IT support services for their product.

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.

AirIT relies on locally based IT business partners to provide on-site support rather than contracting directly with customers. Contracting with HNI will reduce travel cost and response time to the State since they are based in Hawaii.

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
Amy Saito	Airports Division	808-838-8678	amy.saito@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

3.6.15  
Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 3/11/15

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 of 5/28/2015 – 5/27/2016 and is based on the department's representation that Hoike networks, Inc. is the exclusive partner for PROPworks software and professional services in the State of Hawaii. Sole source contracts in excess of \$100,000 require certified cost or pricing data pursuant to HAR chapter 3-122, subchapter 15 and are required to be documented in the procurement/contract file. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (e.g., vendor is required to provide proof of compliance and may use the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. Proof of compliance 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

4/10/15

Date