



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

DTS 2015 0508 080921
15 MAY 11 A7 58

TO: Chief Procurement Officer
FROM: Natural Energy Laboratory of Hawaii Authority (NELHA)
Name of Requesting Department

STATE ADMINISTRATION
PROCUREMENT OFFICE
STATE OF HAWAII

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.
ITT Flygt Product Education Class to provide factory training to NELHA staff. See attached quote and class outline.

2. Vendor/Contractor/Service Provider Name: Hawaii Engineering Services, Inc.	3. Amount of Request: Approximately \$6,500
4. Term of contract (shall not exceed 12 months), if applicable: From: 6/1/15 To: 1/31/16	5. Prior SPO-001, Sole Source (SS) No.: SS15-029W for repair kits (related)

6. Describe in detail the following:
a. The unique features, characteristics, or capabilities of the goods, service or construction.
NELHA currently operates nine (9) ITT Flygt Corporation submersible pumps as part of its seawater pumping and distribution system. Although the NELHA mechanics and electricians who maintain and operate these pumps have received "on the job" training from former employees, they have never received formal factory training in order to be taught how to professionally rebuild and overhaul these pumps.
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department to accomplish its work.
NELHA delivers warm and cold seawater to over 35 commercial tenants on its property. Most of these tenants culture aquaculture/seafood products and cannot be without seawater for more than 2-3 hours without being severely impacted. It is imperative that NELHA be able to properly maintain and service the pumps that distribute and deliver this seawater. Factory training will provide the NELHA staff with the proper techniques, tools, and use replacement parts to keep the Flygt submersible pumps operating properly and efficiently. This training will save operating costs by increasing the reliability and efficiency of the pumps.

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.
Hawaii Engineering Services, Inc. is the sole source distributor in Hawaii for Flygt pump parts and service for the State of Hawaii. (see attached Xylem, Inc. letter). HEI is also the only vendor in Hawaii that can arrange for factory education and training classes through Xylem, Inc.

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.

There are no other possible alternate sources to obtain factory training classes for Flygt submersible pumps 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
Jan C. War, Operations Manager	NELHA/DBEDT	808-217-0329	janw@nelha.org
Gregory P. Barbour	NELHA/DBEDT	808-327-9585	gb@nelha.org

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.*

for

Department Head Signature

May 8, 2015
Date

For Chief Procurement Officer Use Only

Date Notice Posted: 5/11/2015

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.procurementoffice@hawaii.gov

Chief Procurement Officer (CPO) Comments:

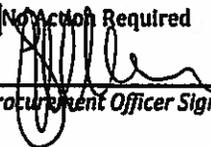
Approval is granted for the period from 6/1/2015 to 1/31/2016 and is based on the department's representation that Hawaii Health Engineering Services, Inc. is the authorized vendor to provide certified training for Flygt pumps in the State of Hawaii. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112 shall apply (i.e., vendor is required to provide proof of compliance and may use the Hawaii Compliance Express) and the award is required to be posted on the Awards Reporting System. Copies of compliance and the 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.

Approved

Disapproved

No Action Required


Chief Procurement Officer Signature

Date

5/20/15