



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

15 APR 27 P2 50

STATE ADMINISTRATION
PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Lisa Hadway, Administrator, DLNR- Forestry and Wildlife
Name of Requesting Department

Handwritten signature: DES [Signature]

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.
Repair and maintenance services on John Deere equipment: Riding Mowers, Utility Terrian Vehicles, Bulldozer. Includes purchasing of parts, accessories and other products specifically designed and manufactured by John Deere for use on John Deere equipment

Table with 2 columns: Vendor/Contractor/Service Provider Name, Amount of Request, Term of contract, Prior SPO-001, Sole Source (SS) No.
American Machinery, \$60,000.00, From: 5/1/2015 To: 5/1/2016, SS-14-045K

6. Describe in detail the following:
a. The unique features, characteristics, or capabilities of the goods, service or construction.
American Machinery is the only dealer on Oahu that is authorized by John Deere to sell, repair and service John Deere products. See attached documents
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department
DOFAW has on inventory John Deere mowers, UTVs, and Bulldozers that requires periodic maintenance, repairs and servicing. These machines are essential to operations and maintenance activities. They are used to maintain roads, trails, public use facilities, create and maintain habitat for game and non-game species. All of these activities serve major functions for DOFAW mandate to protect and manage public land resources.

7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the

~~needed services or construction~~
Contacted American Machinery, the dealer where the equipment was purchased. The information given to us by American Machinery stated that they are the only authorized dealers for John Deere. Follow up with John Deere Company confirmed the received information and a signed letter was sent by John Deere. Letter is attached for reference.

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.

Other companies stated that they do not offer services to machinery in which they are not the authorized dealers

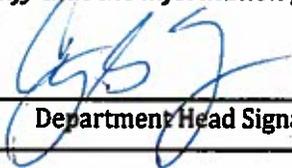
9. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	E-mail Address
Jason Misaki	Forestry and Wildlife	808-973-9786	Jason.C.Misaki@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

4/24/15

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 5/29/15

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:

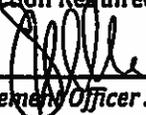
This request is disapproved as it does not meet the requirements of a sole source procurement pursuant to HAR section 3-122-81. There are other companies that could provide repair and maintenance services on John Deere equipment. The department shall utilize the appropriate method of procurement.

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

5/28/15
Date