

STATE PROCUREMENT OFFICE  
NOTICE & REQUEST FOR SOLE SOURCE 15 MAY -5 P1:45

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Land and Natural Resources  
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.  
Extension of Dell support warranties for all Commission on Water Resource Management computers under 5 years old.

2. Vendor/Contractor/Service Provider Name: Dell Marketing, L.P.	3. Amount of Request: <del>\$10,087.21</del> \$5,000.00 APPROX MK 5.14.15
4. Term of contract (shall not exceed 12 months), if applicable: From: <u>CPO approval date 5.14.15</u> To: <u>12 months 5.14.15</u>	5. Prior SPO-001, Sole Source (SS) No.:

6. Describe in detail the following:  
a. The unique features, characteristics, or capabilities of the goods, service or construction.  
Will enable timely repair of computers if there are hardware or software problems.  
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department  
Rather than purchasing new equipment, continuing the support warranty will extend the life of the equipment at a lower cost.

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.

Since the equipment was made by and purchased from Dell, Dell offers extended support warranties for this equipment.

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 on the WSCA computer services list do not provide support warranties for 3 year old Dell computers and could not match the expertise to support Dell computers that Dell has.

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
W. Roy Hardy	Commission on Water Resource Mgmt	587-0214	roy.hardy@hawaii.gov
Kris Matsuda*	Commission on Water Resource Mgmt	587-0261	krisi.k.matsuda@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

5/4/15  
 Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 6.5.15

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:

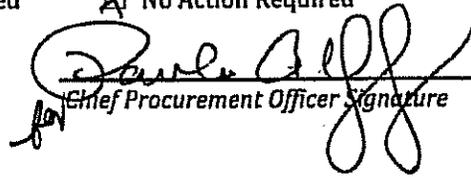
state.procurement.office@hawaii.gov

**Chief Procurement Officer (CPO) Comments:**

The department has withdrawn its request, as it has determined the purchase is applicable to the pre-approved sole source #4 pursuant to HAR §3-122-81, therefore, no action is required by the CPO. However, the department is reminded that the contract period for a sole source procurement shall not exceed one year, unless approval is granted for a multi-term contract.

If there are any questions, please contact Donn Tsuruda-Kashiwabara at 586-0565, or donna.tsuruda-kashiwabara@hawaii.gov.

- Approved       Disapproved       No Action Required

  
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Chief Procurement Officer Signature      Date 6.15.15