



STATE PROCUREMENT OFFICE  
NOTICE & REQUEST FOR SOLE SOURCE

TO: Chief Procurement Officer  
FROM: Health/State Laboratories/Medical Microbiology Branch  
*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.  
Rainin pipettors, pipette tips, and other accessories

2. Vendor/Contractor/Service Provider Name: <del>RAININ INSTRUMENT, LLC</del> Mettler-Toledo Rainin, LLC <i>Sam 7/20/16</i>	3. Amount of Request: \$50,000.00
4. Term of contract (shall not exceed 12 months), if applicable: From: <del>7/1/2016</del> <i>7/21/2016</i> <sup><i>Sam</i></sup> <del>7/20/16</del> To: <del>6/30/2017</del> <i>7/26/2017</i> <sup><i>Sam 7/20/16</i></sup>	5. Prior SPO-001, Sole Source (SS) No.: 16-001S

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.  
The Rainin Pipettors, Pipette Tips, and Accessories are currently used in the State Laboratories Division. The Rainin Pipettors are precision pipettors that are ergonomically designed for ease of use and minimal fatigue upon prolonged use and have demonstrated performance of precision accuracy of specimen and analyte delivery in critical assays delivering very minute quantities of specimen or reagents.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department  
The State Laboratoies Division (Medical Microbiology branch and the Biological Response Section of the Laboratory Preparedness and Response Program) already se Rainin Pipettors, Pipette Tips, and other accessories. The precision pipettors are primarily used for molecular biology procedures such as Real Time Polymerase Chain Reaction (rT-PCR) procedures for influenza, gene sequencing, other bacterial and viral assays. These procedures require precision pipettors capable of delivering very minute quantities of specimen or reagents. The Rainin pipettors are ergonomically designed precision pipettors that were selected for these procedures by the staff for ease of use and minimal fatigue upon prolonged use. The pipettors are assay dedicated and are used in specifi steps in the various procedures. Dedicated assay pipettors are not intermingled with other pipettors or other assays to prevent cross contamination which can lead to erroneous test results. These pipettors are sent back every 6 months (or cleaned and calibrated annually) depending on the protocol to the manufacturer for servicing calibration (See attached sheet)

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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.

Rainin Instrument, LLC is the sole distributor for the Rainin pipettors, pipette tips, and accessories.

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 none.

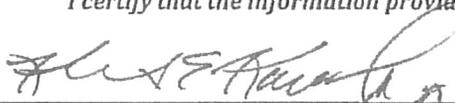
9. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

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

Name	Division/Agency	Phone Number	E-mail Address
Gail Kunimoto	SLD/MMB	453-6700	<i>gail.kunimoto@doh.hawaii.gov</i>

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

*7-19-16*  
\_\_\_\_\_  
Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 7/18/2016

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](mailto:state.procurement.office@hawaii.gov)

Chief Procurement Officer (CPO) Comments:

Approval is granted for the period 7/27/2016 to 7/26/2017 and is based on the department's representation that Mettler-Toledo Rainin, LLC is the manufacturer and sole distributor in the United States for Rainin Pipettes, Tips, and accessories.. 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 email [stanton.d.mato@hawaii.gov](mailto:stanton.d.mato@hawaii.gov).

Approved

Disapproved

No Action Required

*Stanton Mato*  
\_\_\_\_\_  
Chief Procurement Officer Signature      Date 7/21/16

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- 6.b. How the unique features, characteristics, or capabilities of the goods, services, or construction are essential for the department (continued):

and repair in order to maintain their warranty.

The Rainin pipette tips are manufactured specifically for use with these precision pipettors and have demonstrated to provide the best fit for accurate delivery of the specimens or reagents according to manufacturer specifications in our laboratory. Some generic brand pipette tips do not always fit well on the pipettor which increases discard for improper fitting and delivery of analyte. Accessories can include such things as pipette tips for mounting the tips as well as replacement parts such as o-rings, grease, etc. which may be necessary following decontamination/cleaning procedures due to accidental contamination of the pipettor.

Rainin pipettors, pipette tips and accessories are manufactured and distributed solely through Rainin Instrument, LLC.