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# STATE OF HAWAII REQUEST FOR SOLE SOURCE

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Labor and Industrial Relations/Workforce Development Division  
(Department/Division/Agency)

Pursuant to §103D-306, HRS, and Subchapter 9, Chapter 3-122, HAR, the Department requests sole source approval to purchase the following:

Description of goods, services, or construction:

A final year extension of Hawaii's America One-Stop Operating System's (HI AOSOS) hardware maintenance services with NaviSite, Inc.

The current contract between the Department of Labor and Industrial Relations (DLIR), Workforce Development Division (WDD) and NaviSite, Inc. (formerly known as ClearBlue Technology Management Inc. and Applied Theory) provides for the maintenance of an integrated operating system to manage the AOSOS Software System. The DLIR WDD is requesting sole source approval to extend the hardware maintenance portion of the current contract for one final year. The software maintenance portion of the extended contract is pre-approved for sole source procurement under Section 3-122-81, Exhibit B, State of Hawaii Administrative Rules.

<p>Name of Vendor: NaviSite Inc.</p> <p>Address: 224 Harrison Street, 7th Floor Syracuse, New York 13202</p>	<p>Cost: \$82,338.60 of the \$369,862.60 Total Maintenance Agreement (Reference Attachment II)</p>
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<p>Term of Contract:</p> <p style="text-align: center;">From: 08/01/05 To: 07/31/06</p>	<p>Prior Sole Source Reference No.:</p> <p style="text-align: center;">00-82-R (Reference Attachment III)</p>
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The goods, services, or construction has the following unique features, characteristics, or capabilities:

See Attachment I

REQUEST FOR SOLE SOURCE (Cont.)

How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:

As stated in the previous section, the HI AOSOS is an integrated two-tier system that cannot operate independently. The development of the system was aimed to provide a wide variety of services more efficiently and seamlessly to One-Stop customers. The HI AOSOS enables partners and clients to share common employer and job seeker data information while performing multiple functions and tasks within the same integrated software and hardware package. There are thousands of current users across the United States and within Hawaii that makes it vital that the system is operational twenty-four hours a day with minimal hardware or software issues and/or failures. It would be almost impractical to have another vendor be responsible for the hardware portion of the system because there would be issues of "finger pointing" if the system becomes non-operational.

The following other possible sources for the goods, services, or construction were investigated but do not meet our needs because:

The WDD and NaviSite consulted with the hardware manufacturer to determine if any other reseller would consider providing hardware maintenance services. Due to the age of the equipment, the sensitivity of the integrated components, the potential for liability and "finger pointing" issues, there was no response to providing this portion of the service.

WDD is requesting sole source approval for the final year of this contracted period to start the process of looking at other alternatives for next year. The existing equipment is at a crossroad where further maintenance is counter-productive because the equipment is becoming obsolete and age-sensitive.

Direct questions to: Roy Umehira, Accountant Phone: (808) 586-8903

I certify that the information provided above is to the best of my knowledge, true, correct and that the goods, services, or construction are available through only one source.

*Ruth Zeman*  
Department Head or Designee

6/9/2005  
Date

Business Management Officer  
Title (If other than Department Head)

Chief Procurement Officer's comments:

Please ensure adherence to applicable administrative and statutory requirements.

Expenditure may be processed through a purchase order: Yes  No  . If no, a contract must be executed and funds certified.

APPROVED  DISAPPROVED

*Ruth Zeman* 6/9/05  
Chief Procurement Officer Date