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STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

- 1. TO: Chief Procurement Officer
- 2. FROM: SSD/CWSB/LCWSS/LCW2
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:

3. Description of goods, services, or construction:

Leeward Child Welfare Services Unit 2 (LCW2) will be relocation to a new office sometime in June or July 2007. Our office currently has Haworth modulars which will need to be broken down and reinstalled into our new site. Presently, D & D Furniture is the only authorized dealer of Haworth modular furnitures. (This information was also confirmed by vendors, Senetics and Hunters).

In addition to our current inventory of modular furniture, our new site will require purchase of additional modular furniture to make room for cubicles. Haworth modulars would need to be purchased in order to be compatible with our existing furniture.

\$18,816.75 (Breakdown, design fee, installation and tax of existing furniture)
\$54,774.24 (purchase, installation, design fee, electrician and tax of new furniture)

4. Vendor Name: D & D Furniture Address: 616 Puuhale Road Honolulu, Hawaii 96819	5. Price: <u>\$73,590.99</u>
6. Term of Contract: (mm/dd/yyyy) From: <u>NA</u> To: <u>NA</u>	7. Prior Sole Source Ref No.

8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities:

D & D Furniture is currently the only authorized dealer of Haworth modular furnitures which would be compatible with our existing modular furniture.

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

Because the office space in our new location has more square footage, we will be adding additional modular parts to make more cubicle area, therefore, it is imperative that we use Haworth which would be compatible to our existing modular for a smooth and easy transition to our new office.

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because:

Senetics and Hunters were called, however, they are not authorized dealers of Haworth modular furniture.

12. Direct any inquiries to:

Department: Human Services

Contact Name/Title: Wendall Omura, LCW2 Supervisor

13. Phone Number:

697-7802

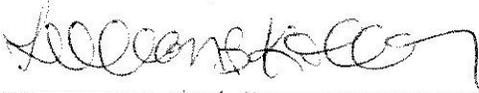
Fax Number:

697-7820

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

Agency shall ensure adherence to applicable administrative and statutory requirements.

14. 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.



MAY 21 2007

Department Head:

Date

Reserved for SPO Use Only

15. Date Notice Posted: 5/24/07

Submit written objections to this intent to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

16. Chief Procurement Officer's comments:

17.

APPROVED DISAPPROVED NO ACTION REQUIRED



6/1/07

Chief Procurement Officer

Date