



07 JUN 18 P3:45

# STATE PROCUREMENT OFFICE NOTICE & REQUEST FOR SOLE SOURCE

- 1. TO: Chief Procurement Officer
- 2. FROM: Department of Human Services, Social Services Division/ACCSB  
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:  
 The SSD/Adult and Community Care Services Branch, Oahu Community Care Services Branch (SSD/ACCSB/OACCSB) will be relocating to a new office space. The Unit presently has Knoll modular systems. This request is to purchase additional modular furniture and accessories which is required in the reconfiguration of the unit modulars in the new office space. Additional Knoll modular systems and accessories are required to complete the buildout of the space for efficiency of operations.

4. Vendor Name: Corporate Environments Int'l/WDI Co. Address: 2627 Kilihau Street Honolulu, HI 96819 Phone : 833-0693	5. Price: <u>\$493,935.00</u>
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6. Term of Contract: (mm/dd/yyyy) From: <u>n/a</u> To: <u>n/a</u>	7. Prior Sole Source Ref No. <u>0</u>
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8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities: Corporate Environments Int'l/WDI Co. is the only authorized dealer of Knoll modular systems in Hawaii. The Knoll modular systems and accessories is the only modular system compatible with existing modular furniture for the SSD/ACCSB/OACCSB. The cost includes new modular furniture and accessories, freight costs, delivery and installation costs.

9. Essential features. How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:  
 The SSD/ACCSB/OACCSB will require the construction of 62 cubicles and work stations for the SSD/ACCSB/OACCSB Section. Purchasing additional Knoll modular systems and accessories is necessary to complete the build-out of the cubicles and work stations that would match the existing modulars. The cubicles and work stations will provide the section with operation efficiency. Purchasing additional compatible modular systems is cost-effective in terms of being able to also use existing modular furniture, rather than purchasing totally new modulars.

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

Currently, there is no alternate source for Knoll modular systems. Corporate Enviroments Int'l/WDI Co. is the only authorized and licensed dealer and installer of Knoll modular systems. The Knoll system is the only modular system that is compatible with existing modulars. It would not be fiscally responsible to disregard the exisiting Knoll modulars that is still usable and in good condition and replace it with a totally new system. If the DHS were to purchase new modulars, the cost would far exceed the proposed purchase of additional Knoll modulars.

12. Direct any inquiries to:

Department: DHS/SSD/ACCSB/OACCS

Contact Name/Title: Jeffrey Woodland, Section Administrator

13 Phone Number:

832-5055

Fax Number:

832-5670

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.



6/15/07

Department Head

Date

Reserved for SPO Use Only

15 Date Notice Posted: 6/20/07

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

Alan S. Fitch  
Chief Procurement Officer

6/27/07  
Date