

STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

1. TO: Chief Procurement Officer
2. FROM: Disability & Communication Access Board, *DOH*
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 Disability & Communication Access Board administers the Hawaii Quality Assurance System (HQAS) test that provides for the credentialing of sign language interpreters who do not possess nor seek national certification. The HQAS is developed from a standardized national test from the Kansas Quality Assurance State Screening (QAS), which is administered by the Kansas Commission for the Deaf and Hard of Hearing (KCDHH). The DCAB purchased the rights to Kansas Quality Assurance Screening from KCDHH in 2000.

The updated QAS includes the psychometric study, written examinations, performance examinations, score sheets and training manual. The purchase price also includes training for DCAB staff, who will administer the updated version of the HQAS.

4. Vendor Name: Kansas Commission for the Deaf & Hard of Hearing

Address: 915 SW Harrison 9N
Docking State Office Building
Topeka, Kansas 66612

5. Price:

\$ 20,000

6. Term of Contract:

(mm/dd/yyyy)

From: 04/01/08

To: 03/31/09

7. Prior Sole Source Ref No.

see attached

8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities: Sign language certification is a regulatory function of states. In Hawaii, the DCAB is responsible to certify sign language interpreters, who serve as communication access providers for persons who are deaf, hard of hearing, and deaf-blind.

There is only one national testing service that provides the testing tools to create a state certification program. The Kansas Commission for the Deaf and Hard of Hearing is the lead state agency that maintains and produces the Quality Assurance State Screening (QAS) materials for state certification. The test meets the standards of reliability and validity. (see attached)

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

The Disability & Communication Access Board is charged with a program of regulation and certification of sign language interpreters (Auth: HRS 348F-3, Hawaii Revised Administrative Rules Title 11, Chapter 218). The purchase of testing materials is necessary to effectuate statutory regulations.

Disability & Communication Access Board

7. Prior Sole Source Ref No.

None. In 2000 original QAS was developed via a grant in Kansas, therefore costs to Hawaii were nominal. Currently updated QAS is being developed by Kansas and is purchased by the various states.

8. (continuation)

It also consists of written and performance criteria that ensure proficiency for sign language interpreters in American Sign Language, English, Message Equivalency, and Code of Ethics standards.

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

There is no other alternative source, as the Quality Assurance State Screening (QAS) test is the sole system for state certification of sign language interpreters. Note: There is a national system through the National Association of the Deaf and Registry of Interpreters for the Deaf, National Interpreter Certification that offers a national credential. Hawaii recognizes those credentials. However, the national system is proprietary and is not available to states to be used for state credentialing of interpreters who seek only a state credential. Thus the QAS is the only option for Hawaii.

12. Direct any inquiries to:

Department: Disability & Communication Access Board
Contact Name/Title: Kristine Pagano, Communication Access Specialist

13 Phone Number:

(808) 586-8121

Fax Number:

(808) 586-8129

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.*



Department Head

MAR 14 2008

Date

Reserved for SPO Use Only

15 Date Notice Posted: 3/18/08

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

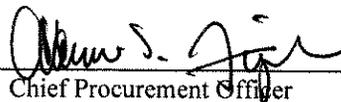
16. Chief Procurement Officer's comments:

Pursuant to Procurement Circulars 2006-07 and Amendment 1, sole source and emergency procurements for \$5,000 to less than \$50,000 may be approved by the department head and do not require CPO approval or to be conducted on the HePS. However, sole source and emergency procurements \$2,500 or more are required to be posted on the Procurement Reporting System.

For the above reasons, this request is returned with no action required by the State Procurement Office.

17.

APPROVED DISAPPROVED NO ACTION REQUIRED



Chief Procurement Officer

3/18/08
Date