



APR 18 2008

**STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE**

1. TO: Chief Procurement Officer
2. FROM: Taxation / Tax Services and Processing 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:

3. Description of goods, services, or construction:
Complete turnkey installation (e.g., inclusive of all labor, required power supplies, Uninterrupted Power Supply, cable runs, etc.) of a security camera system into the existing Alert Alarm burglary system at the Department of Taxation. The closed circuit camera system shall consist of: 1) 5 color day/night infrared cameras with 550 TV lines, 36 Infrared LED, installed in five areas; 2) one (1) 8-Channel Digital Video recorder with power supply with 500 GB memory; adequate channels to support up to four (4) cameras; web-access capability for live and simultaneous viewing; recording and playback features; built-in backup device (CD-RW or DVC-RW); and a USB port; 3) an LCD 19" flat screen color monitor. Quote shall breakout and include the first year Camera/DVR Service Agreement maintenance fees and all applicable taxes.
Total Price (inclusive of 19" flat screen monitor, one-year maintenance) = \$11,434.00 plus \$538.77 State Tax,
SUM TOTAL=\$11,972.77

Optional features (to be quoted independently):

1. To add or delete any camera, inclusive of tax. Optional Camera (add): \$865.00 plus \$40.75 State Tax,
SUM TOTAL = \$905.75

<p>4. Vendor Name: Alert Alarm of Hawaii Address: 2668 Waiwai Loop Honolulu, HI 96819</p>	<p>5. Price: \$11,972.77</p>
<p>6. Term of Contract: (mm/dd/yyyy) From: <u>04/01/08</u> To: <u>06/30/08</u></p>	<p>7. Prior Sole Source Ref No. _____</p>

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

- 5 Color Day/night Infrared Cameras: These are Dome-style cameras with 550 TV lines for High Resolution, 36 Infrared LED's for excellent low-light performance. These cameras are vandal resistant and have both color and black and white capabilities.
- One (1) 8-Channel Digital Video recorder with power supply. This DVR will have 500 GB memory and enough channels to accommodate the proposed cameras above as well as 3 more cameras for future upgrades if needed. It will provide web-access capability for live-viewing and allows for simultaneous viewing, recording, and playback with a user-friendly graphic menu. It has a built-in backup device (CD-RW or DVC-RW). It also includes a USB port for easy archiving.
- an LCD 19" flat screen color monitor to ensure concurrent arrival and configuration within the window of opportunity for installation and training.

9. Essential features. How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work: This camera system will be tied into the burglar alarm system and will be monitored by Alert Alarm of Hawaii's central station. In the event that the alarm system is armed and there is a breach, Alert Alarm's monitoring station will receive a signal and view the camera system. If there is an actual intrusion, Alert Alarm will dispatch the proper authorities and notify the person(s) on the emergency contact list provided by the office. All incidents viewed by the cameras are easily saved on a CD or Thumb Drive at the office.

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because: Alert Alarm of Hawaii will not allow any other camera system to be tied into their burglar alarm system. If any other camera system is used, there will be no warranty on their burglar alarm system and the service agreement will be null and void. Alert Alarm of Hawaii is the only company on Oahu that provides the monitoring of the cameras 24 hours a day, 365 days a year, in Honolulu. The video feeds would be in real time, thus allowing for more efficient dispatch of authorities if necessary.

<p>12. Direct any inquiries to: Department: <u>Taxation</u> Contact Name/Title: <u>Joan Bolte/Taxation Services Administrator</u></p>	<p>13 Phone Number: <u>808-587-1460</u> Fax Number: <u>808-587-1488</u></p>
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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 4/16/08 Date

Reserved for SPO Use Only	
<p>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</p>	<p>15 Date Notice Posted: <u>4/21/08</u></p>

16. Chief Procurement Officer's comments:

Pursuant to Procurement Circulars 2006-07, 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

Anna S. Fujita
Chief Procurement Officer

4/22/08
Date