



STATE PROCUREMENT OFFICE NOTICE & REQUEST FOR SOLE SOURCE

1. TO: Chief Procurement Officer
2. FROM: Department of Human Services, Social Services Division/CWSB
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/Child Welfare Services Branch will be re-flooring the 3rd floor. Also, reconfiguring to provide office space for staff on the 3rd floor of the Waiakamilo Business Center in order to accommodate an increase in worker positions within the units. These units presently have the Knoll modular furniture system for their offices. This request is to purchase additional modular furniture and accessories that 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 build-out of the space for efficiency of operations. Due to the installation of the flooring, existing modular equipment will need to be dismantled and re-installed. There is also electrical work required for the cubicles created for the additional worker positions.

4. Vendor Name: Corporate Environments International Address: 841 Bishop Street, Suite 1188 Honolulu, Hawaii 96813 Phone: 237-6002	5. Price: <u>\$477,830.57</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 International is the only authorized dealer of Knoll modular systems in Hawaii. The Knoll modular systems and accessories is the only modular system compatible with the existing Knoll modular system now in use for the SSD/CWSB units in the Waiakamilo Business Center. The cost includes new modular furniture and accessories, freight costs, and delivery and installation costs and Hawaii state general excise tax.

9. Essential features. How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:
The SSD/CWSB will require the construction and reconfiguration of 197 cubicles and workstations for 4 child welfare units and administrative staff within the Waiakamilo Business Center. 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 workstations will provide the CWSB with operational efficiency. Purchasing additional compatible modular systems is cost-effective in terms of being able to use existing modular furniture, rather than purchasing totally new modulars or other modular systems. The dismantling of existing modular equipment is necessary in order for the new flooring to be installed. The electrical work is necessary in order for the new positions as there currently is none.

