



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 configuring to provide office space for staff on the 1st floor of Kakuhehewa Kapolei Building, in order to accommodate an increase in worker positions within the units. This request is to purchase additional modular furniture and accessories that is required in the configuration of the unit modulars in the new office space. In order to accommodate the 2 new cubicles, the existing workstation needs to be dismantled and reinstalled in the reception area. Additional Knoll modular systems and accessories are required to complete the build-out of the space for efficiency of operations. Knoll modular furniture system being used as CWSB has several excess Knoll modular pieces that will be used to offset the cost of purchasing all pieces that are needed.

4. Vendor Name: Corporate Environments International

Address: 841 Bishop Street, Suite 1188
Honolulu, Hawaii 96813
Phone: 237-6002

5. Price:

\$9,372.78

6. Term of Contract:
(mm/dd/yyyy)

From: n/a

To: n/a

7. Prior Sole Source Ref No.

0

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 Kakuhehewa Kapolei Building. 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 configuration of 2 cubicles and workstation within the Kakuhehewa Kapolei Building. Purchasing additional Knoll modular systems and accessories is necessary to complete the build-out of the cubicles and workstations that would match the existing modulars. The cubicles and workstations will provide the CWSB with operational efficiency. Purchasing additional compatible modular system is cost-effective in terms of being able to use existing modular furniture, rather than purchasing totally new modulars or other modular systems.

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 Environments International is the only authorized and licensed dealer and installer of Knoll modular systems. The Knoll modular system is the only modular system that is compatible with existing modulars. It would not be fiscally responsible to disregard the existing Knoll modulars that are still in use and in good condition and replace them with a totally new system. If 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/CWSB/CCWSS
Contact Name/Title: Dano Kano, Section Administrator *OK*

13 Phone Number:
832-5482
Fax Number:
832-0628

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.

[Signature]

OCT 27 2008
Date

Department Head

Reserved for SPO Use Only

15 Date Notice Posted: 10/28/08

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

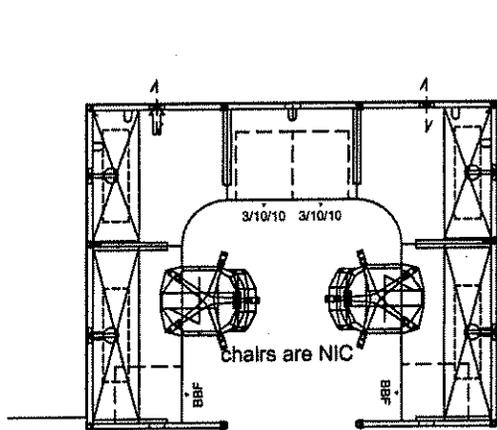
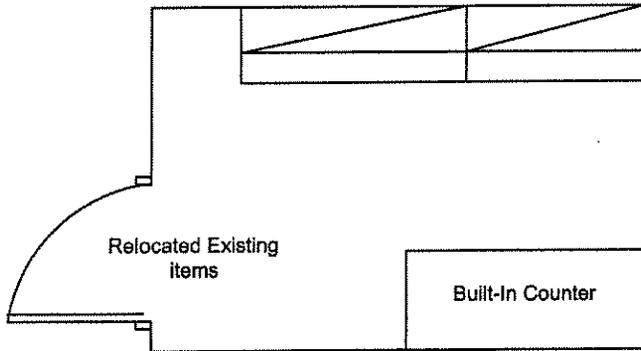
16. Chief Procurement Officer's comments:

Sole source procurements for less than \$50,000 may be approved by the department head and do not require CPO approval. However, sole source procurements 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

[Signature] 10/31/08
Chief Procurement Officer Date



DHS CW - Kapolei

c/o D Kano

note: Drawing/layout(s) are the property of CEI, and it is not to be used and/or duplicated without written consent of an 'officer' of CEI. Drawings are not to be used for architectural or anything other than furniture placement. All dimensions need to be field verified.

Scale: 1/4"=1'0"

Corporate
Environments
International, LLC

Project #: 07510DHK

Date:
Nov 2007

Revised:
July 2008

Item	Cat	Part Number	Part Description	Qty	List	Sell	Ext Sell	
1	⊙	CAP	CHAIR2	2	\$ 0.00	\$ 0.00	\$ 0.00	
2	✓	KFS	3B18C05	Floorstanding Pedestal, box/box/file, 15Wx18Dx26-7/8H, with standard lock	2	\$ 562.00	\$ 231.83	\$ 463.66
3	✓	KFS	3B18C10	Floorstanding Pedestal, 3/10/10, 15Wx18Dx26-7/8H, with standard lock	2	\$ 581.00	\$ 239.66	\$ 479.32
4	✓	KGS	EC2OP36	Overhead Cabinet, 36W, painted	2	\$ 495.00	\$ 204.19	\$ 408.38
5	✓	KGS	EC2OP48	Overhead Cabinet, 48W, painted	2	\$ 583.00	\$ 240.49	\$ 480.98
6	✓	KGS	EE1BI-8	Base Infeed Module 8-Wire, 54", E Series	1	\$ 177.00	\$ 73.01	\$ 73.01
7	✓	KGS	EE1C36-8	Conduit Jumper, 8-Wire, 29-1/2L, E Series	2	\$ 91.00	\$ 37.54	\$ 75.08
8	✓	KGS	EE1C42-8	Conduit Jumper, 8-Wire, 35-1/2L, E Series	2	\$ 97.00	\$ 40.01	\$ 80.02
9	✓	KGS	EE1C72-8	Conduit Jumper, 8-Wire, 65-1/2L, E Series	1	\$ 124.00	\$ 51.15	\$ 51.15
10	✓	KGS	EE1R1	Duplex Receptacle, Circuit #1, E Series	2	\$ 30.00	\$ 12.38	\$ 24.76
11	✓	KGS	EE1R4D	Duplex Receptacle, Circuit #4, E Series, Dedicated for 3+1,2+2,3+3	2	\$ 30.00	\$ 12.38	\$ 24.76
12	✓	KGS	EE1TB-8	Terminal Block, 8-Wire, E Series	6	\$ 41.00	\$ 16.91	\$ 101.46
13	✓	KGS	EP1FA3665R	Fabric Panel, 36Wx65H	5	\$ 791.00	\$ 326.29	\$ 1,631.45
14	✓	KGS	EP1FA4865R	Fabric Panel, 48Wx65H	2	\$ 933.00	\$ 384.86	\$ 769.72
15	✓	KGS	EP1P65E	End Post Assembly, 65H	2	\$ 120.00	\$ 49.50	\$ 99.00
16	✓	KGS	EP1P65L	Corner (90 Deg) Post Assembly, 65H	4	\$ 110.00	\$ 45.38	\$ 181.52
17	✓	KGS	EP1P65S	Straight Post Assembly, 65H	4	\$ 114.00	\$ 47.03	\$ 188.12
18	✓	KGS	EP2OF3665R	Insert Panel, Open Frame, 36Wx65H	2	\$ 623.00	\$ 256.99	\$ 513.98
19	✓	KGS	EW13624GC	Cantilevered Worksurface, Rectangular, EW1, 36Wx24D, grommet	1	\$ 292.00	\$ 120.45	\$ 120.45
20	✓	KGS	EW14824GC	Cantilevered Worksurface, Rectangular, EW1, 48Wx24D, grommet	2	\$ 359.00	\$ 148.09	\$ 296.18
21	✓	KGS	EW1CC3624GC	Cantilevered Curved Corner Top, EW1, 36Wx24D, grommet	2	\$ 614.00	\$ 253.28	\$ 506.56
22	⊙	LCC	VT24	Wisteria Task Light 24" W For 30"-36" Shelf	2	\$ 200.00	\$ 90.00	\$ 180.00
23	⊙	LCC	VT24	Wisteria Task Light 24" W For 30"-36" Shelf	2	\$ 180.00	\$ 81.00	\$ 162.00
sub			Subtotal				\$ 6,911.56	
24	⊙	SVC	Fuel Surcharge	Overland Fuel Surcharge	1	\$ 0.00	\$ 119.45	\$ 119.45
25	⊙	SVC	Freight	Freight to Honolulu	1	\$ 0.00	\$ 625.00	\$ 625.00
26	⊙	SVC	D&I	Delivery & Installation of 2 new stations and the moving of existing product to new location in reception area.	1	\$ 0.00	\$ 1,295.00	\$ 1,295.00
27	⊙	TAX	Tax	Hawaii State Tax (4.712%)	1	\$ 0.00	\$ 421.77	\$ 421.77
			Grand Total				\$ 9,372.78	