



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

1. TO: Chief Procurement Officer
2. FROM: HEALTH/MAUI/PUBLIC HEALTH NURSING OFFICE
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:

Payment for parts and labor charges to repair Molokai PHN car SH#B796 - 2005 Ford Focus, 4-door sedan to replace damaged hood, R/S & L/S hood hinges, paint supplies and waste disposal charges.

4. Vendor Name: Dada's Body & Fender Shop
Address: P.O. Box 699
Kaunakakai, HI 96748

5. Price:
\$ 1,076.33

6. Term of Contract: (mm/dd/yyyy) From: 8/6/08 *with CPO Approval of* To: 9/6/08

7. Prior Sole Source Ref No. _____

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

Vendor is the only body shop in Molokai.

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

Repair damage to car to maintain its integrity and longevity in use.
Reduce chance of greater damage by weather elements.

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

No other source.

12. Direct any inquiries to:

Department: Health
Contact Name/Title: Lizbeth Olsten, PHN Supervisor

13 Phone Number:

984-8260
Fax Number: 243-5118

Expenditure may be processed with a purchase order/p-Card: Yes No If no, a contract must be executed and funds certified.

Agency shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data, if required.

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.

NOV 18 2008

Department Head Signature

Date

Reserved for SPO Use Only

15 Date Notice Posted: 11/24/08

Submit written objections to this notice 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, the agency is advised to review this procurement to determine if it should be conducted as small purchase pursuant to Procurement Circular 2006-07, Amendment 1.

For the above reasons, this request is being returned.

17.

APPROVED DISAPPROVED NO ACTION REQUIRED

12/3/08
Chief Procurement Officer Date