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

- 1. TO: Chief Procurement Officer
- 2. FROM: Department of Public Safety/Health Care 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:

This sole source request is necessary for the payment to the respective hospitals for the meals provided for the Adult Correctional Officers (ACO) assigned to provide custody security for inmates admitted to the hospitals. Generally one ACO is assigned per inmate, per 8 hr. watch, on a 24 hour, 7 day a week basis.

This request would cover the payment of these ACO meals from the attached lists of Hospitals. As the Department is not able to anticipate which facilities' inmate would require hospitalization at which hospital, this request would serve to cover all payments of this nature. The amount on a monthly basis is an estimation based on previous utilization.

4. Vendor Name: See attached Address:	5. Price: \$3,000 / mo
6. Term of Contract: (mm/dd/yyyy) From: <u>4/1/08</u> To: <u>4/1/13</u>	7. Prior Sole Source Ref No. 0

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

Pursuant to the UPW Bargaining Union 10 contract, ACOs on an 8 hour shift, are afforded a 30 min. paid meal, which is provided by the Department. As there are no other meal alternatives for the ACO on "hospital" duty, the meal is provided by and served to the ACO at their duty station by the hospital.

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

The Departmental P & P s indicate that at all times, the ACOs must be at their station unless relieved of his duty post. Having them "off" for their meal period or to get their meal would increase the escape risk and also put the safety of the hospital staff at risk.

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

Alternatives to this sole source request would be to have the facility deliver meals to the ACOs. This would only work during regular business hours, but result in a demand on the already limited ACO staff availability. The other alternative would be to relieve the hospital duty ACO for his meal period, again resulting in a demand on the already limited ACO staff availability

12. Direct any inquiries to:

Department: PSD/Health Care Division
Contact Name/Title: Wesley Mun/CHC Division Administrator

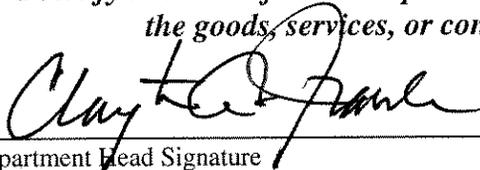
13 Phone Number:

587-1250
Fax Number:
587-3378

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.*



Department Head Signature

3/16/09

Date

Reserved for SPO Use Only

15 Date Notice Posted: 3/21/09

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:

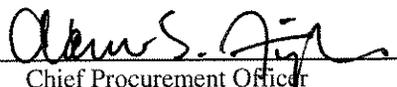
Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

16. Chief Procurement Officer's comments:

Request is disapproved because it does not meet the requirement as provided in HAR Section 3-122-81. However, the justification would be sufficient for a procurement exemption. The department should complete and submit from SPO-07 and does not need to include Leahi Hospital, which is a state facility.

17.

APPROVED DISAPPROVED NO ACTION REQUIRED

 4/16/09
Chief Procurement Officer Date

Kapiolani Medical Center at Pali Momi
98-1079 Moanalua Rd.
Aiea, HI 96701

Sodexo Inc. and Affiliates (Queens Medical Center)
1301 Punchbowl St.
Honolulu, HI 96813-2413

Castle Medical Center
Nutritional Services
640 Ulukahiki St.
Kailua, HI 96734

Leahi Hospital
3675 Kilauea Ave
Honolulu, HI 96816-2333

HI Medical Center West
P.O. Box 29759
Honolulu, HI 96820-0860

Wilcox Memorial Hospital
Attn: General Accounting
55 Merchant St. 24th floor
Honolulu, HI 96813