

STATE OF HAWAII
REQUEST FOR SOLE SOURCE

'04 MAR 17 P12:31

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Commerce & Consumer Affairs/Director's 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:

Description of goods, services, or construction:

The goods and services are to upgrade the computer software for the DILOG fiscal system. The computer software will be upgraded from the version that runs on the SCO UNIX operating system to the version that runs on the Windows 2000 operating system. Services include software installation, configuration and training on the upgraded software and conversion of the existing data to Windows 2000 format. Items include 1 ea. In House web application manager base software, 10 ea. 4gov In-House web application per user license, 4gov Print Manager, CyberQuery Report Writer, Print Server for 4gov Print Manager software, implementation and on site training

Name of Vendor:	Cost:
Address: Information Development Consultants 6West Hubbard Street, Suite 700, Chicago, IL 60610	\$39,500 (est)

Term of Contract:	From:	To:	Prior Sole Source Reference No:
	approval	6/30/04 (est)	

The goods, services, or construction has the following unique features, characteristics, or capabilities:

The DILOG fiscal system is used by DCCA to provide a level of accounting data not available in the State's accounting system (FAMIS). This level of account is needed to allow DCCA to accurately track revenues and expenditures and with this information adjust fees to its customers to ensure that there are sufficient funds collected to operate the department. The system also provides a cashiering function to allow DCCA to collect and process checks. When checks bounce, there are inquiry functions to allow the checks to be traced back to the service that it was meant to pay for. The good and services are only provided by the maker of the software, IDC.

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

The software is essential for the department to collect and process checks. At this time, the hardware that runs the fiscal system is failing. Attempts to replace the hardware and re-install the software have been unsuccessful. The lack of success is due to the age of the current version of the software and the turn over of staff at DCCA and IDC with skills in SCO UNIX. Rather than spend more monies to keep an obsolete version of the software running it is more effective to upgrade to the current version of the software. DCCA and IDC have several staff skilled in the Windows 2000 area.

The following other possible sources for the goods, services, or construction were investigated but do not meet our needs because:

This proprietary software is made by IDC.

Direct Questions To: Kevin Thornton, I.S. Manager

Phone: 587-7410

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.

Mark Ruller MAR 16 2004
 Department/Agency Head Date

Title (If other than Department/Agency Head)

Chief Procurement Officer's Comments:

Section 3-122-81(j), HAR, provides a list of sole source procurements that may be procured without obtaining CPO approval. Attached is the list, item 4, to which your request is applicable. If you have any questions on this matter, contact SPO staff at 586-0569."

Please ensure adherence to applicable administrative and statutory requirements.

Expenditure may be processed through a purchase order: Yes _____ No If no, a contract must be executed and funds certified.

Approved _____ Denied

Adam P. Fugle 4/1/04
 Chief Procurement Officer Date

EXHIBIT B

PROCUREMENTS APPROVED FOR SOLE SOURCE
(06/21/99)

The following procurements are not subject to the chief procurement officer's approval:

Sole
Source
Number

Sole Source

1. Rental of booth space for exhibits at conventions and trade shows when organized by a single sponsor.

Criteria: When rental is available only through a single organizer or sponsor of the convention or trade show.

2. For the repair, replacement, installation (connection, activation or hookup), or relocation of public utility company equipment or facilities.

Criteria: When the equipment or facilities are owned or controlled by utility companies such as an electric, telephone, gas, or cable television company.

3. Annual license renewal and maintenance for computer software.

Criteria: When the license renewal and maintenance can be obtained from only a single source, normally the developer of the software.

4. Procurement of computer software conversions, modifications, and maintenance for existing programs from the manufacturer of the software.

Criteria: When the conversion, modification, or maintenance can only be obtained from the manufacturer of the software.

