



FEB -3 P3:18

PROCUREMENT OF FILE
STATE OF HAWAII

STATE PROCUREMENT OFFICE NOTICE & REQUEST FOR SOLE SOURCE

- 1. TO: Chief Procurement Officer
- 2. FROM: Health/Adult Mental Health/Mental Health Transformation SIG *aj*
Department/Division/Agency

Pursuant to HRS §103D-306 and HAR Chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

3. Description of goods, services, or construction:

The Mental Health Transformation State Incentive Grant (MHT SIG) is requesting to purchase maintenance services for the Hawaii Network of Care (NOC) website. Services include, but is not limited to, providing daily and quarterly reports on website use, monthly update of service directory database, daily updates of state and federal legislation concerning mental health issues, updates and upgrades of website, daily news updates, etc.

4. Vendor Name: Trilogy Integrated Resources, LLC

Address: 1101 Fifth Avenue, Suite 250
San Rafael, CA 94901

5. Price:

\$16,800.00

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

From: 4-22-11

To: 9-22-11

7. Prior Sole Source Ref No.
-08-066-C

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

Trilogy Integrated Resources, LLC (Trilogy) designed, developed, and constructed the NOC website for the MHT SIG and Trilogy retains the ownership rights and any copyright to the NOC website system. As such, Trilogy is the only vendor able to provide maintenance services for the Hawaii NOC website.

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

One of the major goals of Hawaii's Comprehensive Mental Health Plan is to use technology to provide mental health consumers and interested individuals with current information on mental health issues and available resources. Providing a website with this information is a cost-effective method of disseminating information to a large audience on a 24-hour, 7 days per week basis. The NOC website is an interactive site that provides a centralized location for the public to obtain general information on mental health and, in particular, information on mental health services available in Hawaii. Website maintenance services are necessary to update, monitor, and maintain the website and to provide feedback regarding website traffic.

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 vendor is authorized to provide this service.

12 Direct any inquiries to:
Department: Sharlene Chun-Lum/Amy Yamaguchi
Contact Name/Title: Chief Project Director/PHAO

13 Phone Number:
453-6644/586-4682
Fax Number:
453-6688/586-4745

Expenditure may be processed with a purchase order/pCard: 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

2/2/11
Date

Reserved for CPO Use Only

15 Date Notice Posted: 2/7/2011

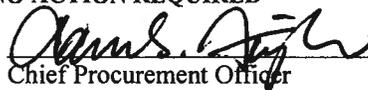
Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to: Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

16. Chief Procurement Officer's comments:

This request identifies Ms. Sharlene Chun-Lum and Ms. Amy Yamaguchi as the contact persons responsible for this procurement. Ms. Yamaguchi has written delegated procurement authority, Ms. Chun-Lum does not and both have attended the appropriate mandatory training workshop. Although the department is in the process of updating their written delegated procurement authority to include Ms. Chun-Lum, as a reminder, Ms. Chun-Lum cannot participate in any procurement activities until she has both written delegated procurement authority and has completed the appropriate mandatory procurement training requirements for the applicable procurement method, pursuant to Procurement Delegation No. 2010-01 and Procurement Circular No. 2010-05, as appropriate.

Approval is based on the department's representation that maintenance service for Hawaii Network of Care (NOC) website can only be obtained from Trilogy Integrated Resources, the vendor who retains ownership and copyrights to the website and is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply. This award is required to be posted on the Awards Reporting System.

17. APPROVED DISAPPROVED NO ACTION REQUIRED


Chief Procurement Officer

2/18/2011
Date