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PROCUREMENT OFFICE  
STATE OF HAWAII

# STATE PROCUREMENT OFFICE NOTICE & REQUEST FOR SOLE SOURCE

- 1. TO: Chief Procurement Officer
- 2. FROM: Health/State Laboratories Division  
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 Caliper Life Sciences Zephyr 96 Wellplate SPE Workstation is an automated benchtop system for high throughput sample preparation, clean up and extraction. Efficient sample preparation, cleanup and extraction of clinical, environmental and food samples prior to chemical testing is critical for ensuring high quality analytical results. The Zephyr Solid Phase Extraction (SPE) system can be programmed to sequentially process up to 96 samples simultaneously in 20-40 minutes depending on the chosen test method.  
 The Zephyr SPE uses standard formats of 96 well SPE plates and has an intuitive graphical user interface to facilitate setup and instrument operation. It contains fifteen stations for multiple reagent reservoirs for automated conditioning, washing and elution and a vacuum filtration station. It can add buffers and internal standards to the sample and mixes samples prior to analysis. In addition the Zephyr SPE Workstation is equipped with a unique clog detection feature that ensures unattended operation and that each sample is processed during every run.

4. Vendor Name: Caliper Life Sciences Address: 68 Elm Street Hopkinton, MA 01748	5. Price: <u>\$70,298</u>
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6. Term of Contract: (mm/dd/yyyy) From: <u>5/10/11</u> <u>upon CPO approval</u> To: <u>5/9/12</u> <u>12 months</u>	7. Prior Sole Source Ref No. _____
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8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities:  
 The Zephyr SPE Workstation is equipped with a very useful clog detection feature that ensures unattended operation and that each and every sample is processed during every run. The twelve-station system provides different pipet tips for sample and reagent handling to prevent cross-contamination. After all samples are processed the workstation can alert the operator by pager or email to enable chemical testing to begin.  
  
 The Zephyr SPE uses standard formats of 96 well SPE plates, has an intuitive graphical user interface to facilitate setup and instrument operation, multiple reagent reservoirs for conditioning, washing and elution, and a vacuum filtration station.

9. Essential features. How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work: The automated non-contact clog detection is essential to accurate analysis. Due to the nature of the samples and the packing material in the SPE plates the flowrate is inconsistent. The automatic clog detection checks each of the 96 wells and if it senses a problem it will take additional steps to correct a clogged well before proceeding. During overnight runs, if a clog cannot be corrected it will e-mail the Chemist of the system's status. By using the internet the Chemist may assess the problem and opt to continue the run. These unique features are critical to provide accurate analysis and control.

The Zephyr 96 well-plate SPE workstation is essential for our Laboratory to prepare test samples for Centers for Disease Control and Prevention (CDC) test methods for identifying and quantitating hazardous chemicals such as biotoxins, nerve agents, and other metabolic toxins in human clinical specimens. The Zephyr SPE workstation greatly increases our testing capacity in chemical exposure emergencies situations and enables faster turnaround times for reporting test data.

SCC ATTACHED 5/11/11

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because: The Zephyr SPE is the only workstation that has the required 12 position deck, 96 channel HV-Head, disposable tips, 1-200uL volume range, 100-120 VACS, left mounted Servo Gripper and Vacuum Filtration manifold with ultrasonic clog detector and snorkel fitting.

12. Direct any inquiries to:  
Department: Health  
Contact Name/Title: Rebecca H. Sciulli-BT Microbiologist & Coord.

13 Phone Number:  
453-5993  
Fax Number:  
453-5995

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

5/5/11  
Date

Reserved for CPO Use Only

15 Date Notice Posted: 5/11/2011

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 approval is based on department's representation that the Zephyr 96 Wellplate Workstation, by Caliper Life Sciences, is required by the Center for Disease Control and essential for the department to perform their work. Approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply and award is required to be posted on the Awards Reporting System.

As a reminder, individual(s) participating in procurement activities are required to be in compliance with Procurement Delegation No. 2010-01 and Amendment 1, and Procurement Circular No. 2010-05, *Statewide Procurement Training*, as appropriate. Procurement requests submitted to the SPO listing departmental personnel without written delegated procurement authority and the appropriate mandatory procurement training will be returned.

17.  APPROVED     DISAPPROVED     NO ACTION REQUIRED

        *Andrew J. Jyle*          
Chief Procurement Officer

        5/18/2011          
Date

**Attachment: Request for Sole Source Purchase of a Caliper Zephyr SPE 96 Wellplate Workstation**

**Section 9: Essential Features**

The Zephyr 96 Wellplate SPE Workstation is required to perform the CDC chemical test method for fluoroacetate and chloroacetate (Metabolic Toxins Panel) in urine.