



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

11 DEC -9 P1:59

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: HEALTH/ CDD- TUBERCULOSIS (TB) CONTROL BRANCH *[Signature]*
Name of Requesting Department

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

1. Describe the goods, services, or construction to be procured.
Programming services for TB Client Tracking Application.

2. Vendor/Contractor Name: Computer Consultants International	3. Amount of Request: \$ 22,000
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4. Term of contract (shall not exceed 12 months), if applicable: From: 1-Dec-11 <i>12/9/11</i> <i>[Signature]</i> To: 30-Dec-12	5. Prior Sole Source Ref No.:
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6. Features: Describe in detail the unique features, characteristics, or capabilities of the goods, services or construction. Vendor had previously created custom application (parts application code set is proprietary to vendor in the development of the application) and program is needing system to be updated and modify other data fields to met new data collection requirements. These new data fields will also require program to revise standard reports.

7. Essential features: Describe in detail how the unique features, characteristics, or capabilities of the goods, services, or construction are essential for the department to accomplish its work.
See attachment for statement.

8. Describe the efforts and results in determining that this is the only vendor/contractor who can provide the goods, services or construction.
Contacted other similar types of vendors and each stated that without intimate knowledge of program codes, they would initially need time to assess code, create strategy to plan changes and then create a test environment to mimic operational data system to assess how data reacts to new set of codes with indicators to determine whether modifications implemented did not compromise data and then work out issues prior to allowing into full production. This would delay implementation and escalate cost of work time for vendor and delay updates, in lieu of bringing in a new vendor program would like to work with vendor already familiar with application and details of code set.

9. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.
 Contacted other vendor's doing similar work; however, as mentioned above cost would escalate because vendor would need additional time to perform assessment of code set before doing any actual code modification to assure minimizing risk of data. Also new vendor would need to also contact and determine cost assessment if modification affects proprietary code set in application.

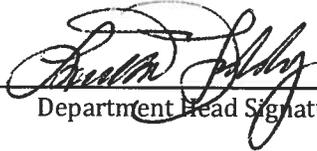
10. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; and 2) completed mandatory training.
 (Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Trudy Murakami	CDD/TBB	832-5737	rudy.murakami@doh.hawaii.gov

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

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided is to the best of my knowledge, true and correct.


 Department Head Signature


 Date

For Chief Procurement Officer Use Only

11. Date Notice Posted: 12/12/2011

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

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

12. Chief Procurement Officer (CPO) Comments:

Procurement Delegation No. 2010-01, Amendment 1 states “. . . procurement requests submitted to the SPO from departmental personnel without written delegated procurement authority and the appropriate mandatory procurement training will be returned.” The SPO has received from the department the appropriate form SPO-036 for the individual named in no. 10, however sole source has not been delegated.

In addition the request lacks justification as a sole source as other vendors are able to provide the required services.

Approved Disapproved No Action Required

Andrew D. Fuji
Chief Procurement Officer Signature

12/16/2011
Date

STATE PROCUREMENT
REQUEST for SOLE SOURCE

7. Essential Features: Describe in detail how the unique features, characteristics, or capabilities of the goods, services, or construction are essential for the department to accomplish its work.

Under HRS 325, the TB Control Program is required to maintain information and register all cases of TB for the State of Hawaii. The current system is running an old Dbase application that is not being supported to work in the newer Microsoft operating system environment and the program is working to migrate to a Linux based system, so application is able to work via web and updated Microsoft operating system's environment. This client information system registers all individual seeking TB services and assist program with tracking of patients medical care received from our TB clinic. Without this ability program would not be able to fulfill HRS 325 requirement. This tracking system was custom built by vendor and bringing in a new vendor to do additional work will require additional cost since a new vendor will bill for time to do assessment of hard code before attempting to make modification and vendor developing application would also need to be brought since modification will affect code set that is proprietary. Any error in modification would compromise validity of data collected.