



STATE PROCUREMENT OFFICE  
NOTICE & REQUEST FOR SOLE SOURCE

12 MAY 17 08:41

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer  
FROM: Department of Land and Natural Resources, CWRM  
Name of Requesting Department

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

1. Describe the goods, services, or construction to be procured.  
The Department of Land and Natural Resources, Commission on Water Resource Management (CWRM) requests sole source approval to procure annual support and maintenance for: 1) WISKI Admin License #1; 2) WISKI License #2; and 3) WISKI Service Provider. The Client Support Period is August 1, 2012 to July 31, 2013. WISKI is a comprehensive time-series data management software for managing, analyzing and reporting surface water, ground water, water quality, and meteorological data.

2. Vendor/Contractor/Service Provider Name: KISTERS North America	3. Amount of Request: \$7,103.00
4. Term of contract (shall not exceed 12 months), if applicable:  From: <u>8/1/2012</u> To: <u>7/31/2013</u>	5. Prior SPO-001, Sole Source (SS) No.:

6. Describe in detail the following:  
a. The unique features, characteristics, or capabilities of the goods, service or construction.  
The WISKI Software is a complex and highly sophisticated suite of time series data management tools that have been specifically integrated into CWRM's recently upgraded SQL Server web-based database system. Data entered by CWRM staff or via the Internet by registered water users, is pushed to the WISKI software where CWRM staff can conduct more in-depth hydrologic analyses, manage and fill data gaps, and create sophisticated graphs. WISKI is also used to manage the data collected by CWRM staff from ground water monitoring wells and stream gages statewide.  
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department to accomplish its work.  
The Commission on Water Resource Management (Commission), as trustee of water resources statewide, has the responsibility to properly manage, protect, and enhance the water ground and surface waters of Hawaii. The Commission has already invested a fair amount of time and money to develop and integrate the WISKI software into parallel database upgrades to SQL Server. The WISKI software is a huge leap forward in terms of the Commission's ability to manage and analyze water resource information for the nearly 4,600 groundwater wells and 1,300 stream diversions, and their associated water use statewide. The software is fairly complex, thus there are very few vendors that provide such a comparable suite of tools. Additionally, due to it's complexity, on-going support and maintenance of the software is required to educate and train key staff on certain data integration and analytical tasks, and software upgrades.

7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction.  
 KISTERS is the company that created and developed the WISKI software and thus, is the only Contractor able to provide support and maintenance for its use. KISTERS provides on-going support as needed and aids in resolving any issues in a timely manner.

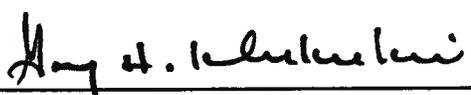
8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.  
 There are no other vendors that will meet the department's needs.

9. 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; 2) completed mandatory training; and 3) who SPO may contact for follow up inquiry, if any.  
 (Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	E-mail Address
Dean Uyeno	DLNR/CWRM	808-587-0249	dean.d.uyeno@hawaii.gov
Jeremy Kimura	DLNR/CWRM	808-587-0269	jeremy.l.kimura@hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing 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

\_\_\_\_\_  
 5.15.12  
 Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 5/18/12

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:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is granted based on the department's representation that KISTERS is the only contractor able to provide support and maintenance for their specific software for the period 08/01/12 to 07/31/13 and is contingent upon vendor being Hawaii Compliance Express (HCE) compliant with HRS section 103D-310(c) and HAR section 3-122-112 and award is required to be posted on the Awards Reporting System. When processing payment to vendor the department shall attach a current compliant HCE compliance certificate with the invoice for payment.

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. The form SPO-036 on file with the SPO does not give the individuals named in No. 9 written delegated authority for sole source and SPO has no record of attendance for the sole source workshop.

If there are any questions, please contact Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

- Approved       Disapproved       No Action Required

David J. [Signature]      6/12/2012  
Chief Procurement Officer Signature      Date