



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

'12 JUN -6 A8:33

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DOH/MCHB/Family Planning Program
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 Family Planning Program (FPP) reports to the U.S. Department of Health and Human Services, client visit information collected Statewide by contracted family planning clinics. This information entered into a database with a Client Visit Record (CVR) Program, needs to collect new performance data and support quality assurance with expanded reporting. The CVR Program is a Microsoft Visual Basic shell program and was periodically revised by BCP Data Solutions. To meet the changes in data requirements, we asked BCP Data Solutions to propose a revision of the Program. Specifically, BCP Data Solutions will revise data fields to the database, revise the CVR Program for aggregating new data fields, provide error checking subroutines and add new report forms. Additionally, BCP Data Solutions will consult with and provide training to the FPP staff; pilot test the Program at four clinics; finalize and provide final copies of the Program code and software dictionary, and provide training to the contracted clinics at a video conference.

2. Vendor/Contractor/Service Provider Name:

BCP Data Solutions, Brian C. Pang, M.P.H.

3. Amount of Request:

\$9,500.00

4. Term of contract (shall not exceed 12 months), if applicable:

From: Jun-12

To: Jan-13

5. Prior SPO-001, Sole Source (SS) No.:

N.A.

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.

The CVR Program is currently in use by the FPP and its contracted family planning clinics Statewide. The modifications to the CVR Program will allow the contracted family planning clinics to send their client visit data on a monthly basis or as the data is more frequently accumulated. The contracted family planning clinics send their data encoded as text files through emails directly to the FPP Research Statistician. The FPP would regularly decode, append, validate and reduce the unknown and system data errors for its annual data aggregation report to be sent to the Office of Family Planning.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department to accomplish its work.

Having BCP Data solutions modify the CVR Program, a system already used by the FPP and the contracted family planning clinics Statewide, will allow the FPP to continue to use its existing system structure to ensure compliance with the federal reporting requirements.

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.

The CVR Program was originally written and maintained by BCP Data Solutions using the Microsoft Access and ancillary programs to create a shell program, which would run on any PC based computer. The ancillary program required for compiling the shell program constituting the CVR Program is no longer supported by the Microsoft Corporation. The older version of Microsoft Access and ancillary programs are specific to the Microsoft XP operating system used in compiling the shell program.

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.

Alternative sources of doing the modifications required in a short time and effort would require understanding the various functions, coding a totally new program from the beginning, solving the problems associated with database and system error reduction, and the writing of the reporting requirements for how to present the data. The cost and time required would exceed what is being requested.

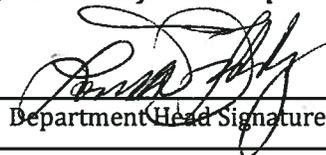
9. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; 2) completed mandatory training; and 3) who SPO may contact for follow up inquiry, if any.

(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	E-mail Address
Helene Kaiwi	FHSD/EIS/C&Y	5940007	helene.kaiwi@doh.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

6/2/12

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 6/8/12

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:

This request is disapproved as it does not meet the requirements of a sole source procurement pursuant to HRS §103D-306, as other vendor are able to fulfill the requirements. SPO understands that the department will use the appropriate method of procurement to fulfill their requirements. If there are any questions, please contact Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

Approved

Disapproved

No Action Required

Kevin S. Takaesu 6/21/2012
Chief Procurement Officer Signature Date

NEIL ABERCROMBIE
GOVERNOR OF HAWAII



'12 JUN -6 A7:58
LORETTA J. FUDDY, A.C.S.W., M.P.H.
DIRECTOR OF HEALTH

STATE PROCUREMENT OFFICE
STATE OF HAWAII

STATE OF HAWAII
DEPARTMENT OF HEALTH
P. O. BOX 3378
HONOLULU, HAWAII 96801-3378

In reply, please refer to:
File:

May 21, 2012

TO: Loretta J. Fuddy, A.C.S.W., M.P.H.
Director of Health

THROUGH: Sharon S. Abe *SSA*
Chief, Administrative Services Office

David Sakamoto, M.D., M.B.A. *DS*
Deputy Director for Health Resources Administration

FROM: Danette Wong Tomiyasu *DWT*
Chief, Family Health Services Division

SUBJECT: Request for Sole Source

Attached for your review and approval is a Notice and Request for Sole Source.

The Maternal and Child Health Branch has been awarded a grant for Title X Family Planning reproductive health clinical, community outreach, information, and health education services. A requirement is that we collect and send to the U.S. Department of Health and Human Services, Office of Family Planning, client visit record (CVR) information that is collected and transmitted annually. To meet the changes in new performance data and support quality assurance with expanded reporting, we need to revise our database and CVR Program. We have asked BCP Data Solutions to modify our database CVR Program.

Procurement by competitive means is not advantageous to the State because the data system currently in use is more efficiently revised by the original programmer using the same Microsoft Access program and ancillary compiler software for a CVR shell program version. To update the program by using web-based scripts and server software would be prohibitively costly and time consuming. Our CVR shell program would need to be deconstructed and newly programmed from the beginning.

Should there be any questions, please contact Leonard Young, Family Planning Program Manager at 733-0927.

Attachment