



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: DOH/AMHD/Mental Health Transformation SIG
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 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. Note: this is an extension til September 30 2012. Under SS No. 12.-021B, we originally only extended until May 31, 2012 because we assumed we would be closed at that point. We have current authorization to continue our program until September 30, 2012.

Table with 2 columns: Vendor/Contractor/Service Provider Name (Trilogy Integrated Resources, LLC), Amount of Request (\$13,440.00), Term of contract (From: 1 Jun-12 To: 30-Sep-12), and Prior SPO-001, Sole Source (SS) No. (08-66-C, 11-041-B, 12-021B)

6. Describe in detail the following:
a. The unique features, characteristics, or capabilities of the goods, service or construction.
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
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department 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 informations 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.

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.

Because the site is proprietary, no other vendor is authorized to provide this service.

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 is no other website like this in nation-wide. This product by Trilogy, is recognized by our funder, the Substance Abuse and Mental Health Services Administration (SAMHSA) as a evidence-based practice.

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
Sharlene Chun-Lum, Chief Proj. Dir.	AMHD/MHT SIG	453-6644	sharlene.chun-lum@doh.hawaii.gov
Amy Yamaguchi, PHAO	AMHD	586-4682	

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


Date

For Chief Procurement Officer Use Only

Date Notice Posted: 6/13/2012

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 for the period 06/13/12 to 09/30/12 and 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. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov.

Approved Disapproved No Action Required

Paul J. [Signature] 6/20/2012
Chief Procurement Officer Signature Date