



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

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: TRANSPORTATION
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.
Vehicle fueling antennae, vehicle identification boxes, site controllers, and other associated parts for Asset Works automated refueling system. Software license renewal, maintenance and support services.

2. Vendor/Contractor/Service Provider Name: AssetWorks	3. Amount of Request: \$60,000.00
4. Term of contract (shall not exceed 12 months), if applicable: From: <u>11/01/2012</u> To: <u>10/31/2013</u>	5. Prior SPO-001, Sole Source (SS) No.: <u>12-009K</u>

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.
The vehicle identification boxes, site controllers, antennae, and other associated parts are designed to work with the installed Asset Works Fuel Focus system. The parts required by the system are only made for this one vendor. Other vendors parts do not fit, do not operate on the same frequencies, or are not recognized by this system's existing hardware. Asset Works does not sub-contract or assign other computer companies to perform maintenance services, assistance, or licensing permissions for the software.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department
This system automates the recording of fuel transactions so Airports does not need to station an individual next to the fuel pumps 24/7 to provide fueling assistance and record the transaction details. The transaction details are automatically exported from the fuel island site controller to the Fleet software application with no manual input/interaction. The Fleet Management software records all fuel transactions mated with fuel costs, operator, vehicle. The automotive mechanics use the Fleet Management software to enter all repairs, parts, and other costs associated with maintaining/repairing Airports vehicles. Comprehensive reports are now available within one minute of request (JVs, fuel history, repairs, etc.)

7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the

Original hardware/software provided through Fleet Management System and fuel pump upgrade contract that was solicited via IFB, CO1803-33, #57485. Asset Works does not subcontract support or license other computer companies to provide support, services, or parts for the system. Alternate systems exist, but require manual transfer of information between that system and Asset Works which may involve data loss or errors. Additionally, other systems are also proprietary, so parts are not interchangeable.

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.

Coencorp Fleet Management System, EJ Ward, Manager Plus, Etorus, Fuel Force, P Fleet (formerly Plavan.) Each system is proprietary. Assetworks is a combined system (formerly GasBoy, Maximus) that was purchased and married together to work seamlessly from fuel receipt/issuance to reporting, including billing, asset management, parts management, and all things related to a vehicle's life. It includes shop management tools such as employee management, tools, bay, etc. No other system is as all inclusive as this one. Additionally, UH, BWS, MCBH, and HPD use this system.

9. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	E-mail Address
Christopher Murphy <i>CJM</i>	Airports/Oahu	808-836-6487	christopher.murphy@hawaii.gov
Arnold Keawe	Airports/Oahu	808-836-6490	arnold.k.keawe@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.

SEP 13 2012

Department Head Signature

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 9/14/12

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 approval is based on the department's representation that Asset Works is the sole provider of service and parts of Asset Works automated refueling system. 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 Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

Approved Disapproved No Action Required

David J. Taylor 9/24/2012
Chief Procurement Officer Signature Date