



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: Department of Health
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.
Honeywell will provide the materials, expertise, and labor to convert a back up hot water machine to a reheat water machine for the HVAC system. Two of the three existing reheat machines have failed beyond economical repair and the remaining machine is only capable of running at 50% capacity. This will include piping to connect the hot water machine to the reheat water loops and changes to the building control systems so that the machine will function properly for its new purpose. The State Laboratories is currently in the process of finalizing a complete energy audit to determine proper energy efficient building infrastructure for the future. Until that audit is completed, the SLD is attempting to avoid major repairs to equipment which will eventually be replaced in the next 5 years.

Table with 2 columns: Vendor/Contractor/Service Provider Name, Amount of Request, Term of contract, 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.
Honeywell is the current maintenance contractor for our HVAC system. This is a repair that requires materials that are outside the scope of the contract, however, the EBI building control system which controls the functioning of the reheat machines and other HVAC equipment is proprietary to Honeywell and it is that system which necessitates this sole source procurement.
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department
The reheat water generated by the reheat machines is required to temper chilled air as it is sent to the various labs, rooms, and hallways in the building. Without reheat water at the proper temperature, relative humidity in the building would be too high and the temperature would be too low for some of the tests and laboratory equipment to function properly. Excessive humidity in the building has occurred in the past and has resulted in rust on some of the scientific equipment which led to increased maintenance and repair costs.

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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.

EBI building control system is proprietary to Honeywell.

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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.

No alternate sources were investigated as this is repair work on a system that is proprietary to Honeywell.

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
Jim Cullen	SLD/DOH	453-6667	james.cullen@doh.hawaii.gov
Stephen Schanzenbach*	SLD/DOH	453-6651	stephen.schanzenbach@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

11/28/12  
Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 11/29/12

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 based on the department's representation that Honeywell International, Inc. is the only vendor with the proprietary rights to install a hot water machine to the reheat water system of the HVAC 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.

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.

If there are any questions, please contact Kevin Takaesu at 586-0568, or [kevin.s.takaesu@hawaii.gov](mailto:kevin.s.takaesu@hawaii.gov).

Approved

Disapproved

No Action Required

Kevin S. Takaesu 1/14/2013  
Chief Procurement Officer Signature Date