

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

12 DEC 14 P4:04

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Defense  
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.  
Service for chemical treatment for drains, grease traps and septic tank systems for public health & safety reasons. Must be in compliance with the City & County of Honolulu Grease Interceptor Compliance which states that introduction of emulsifying agents such as chemicals, solvents or enzymes either directly or indirectly into grease interceptor, other than what is considered typical business operational practices such as dishwashing or sanitation, is strictly prohibited.

2. Vendor/Contractor/Service Provider Name: Certified Laboratories dba NCH Corporation	3. Amount of Request: \$5,777.52 per year
4. Term of contract (shall not exceed 12 months), if applicable:  From: <u>1-Dec-12</u> To: <u>30-Nov-13</u>	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.  
This Bio Amp machine and Free Flow bacteria based product for kitchen drain lines grease traps, and septic tanks is patented by this company and is not available through any other vendor.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department  
Without this treatment raw sewage would cake up and back up into floor drains in the buildings restrooms.

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 Bio Amp machine and Free Flow bacteria based product is patented by Certified Laboratories dba NCH Corp. The Free Flow bacteria based product is what is required by the manufacturer to be used. Certified Laboratory does not allow any other vendor to sell their products.

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.

According to the C&C of Honolulu Grease Interceptor Compliance requirements, any use of enzymes or solvent based chemicals is strictly prohibited. Certified Laboratory has developed a 100% bacteria based product that has been given approval from the C&C for use for Honolulu. This product is the only approved product to be used in the Bio Amp Machine.

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

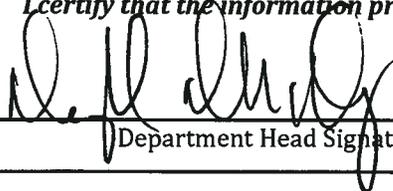
\*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	E-mail Address
LTC Neal Mitsuyoshi	DOD/HIENG	733-4250	<a href="mailto:nmitsuyoshi@dod.hawaii.gov">nmitsuyoshi@dod.hawaii.gov</a>
Cathy Siu	DOD/HIENG	733-4041	<a href="mailto:csiu@dod.hawaii.gov">csiu@dod.hawaii.gov</a>

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

DEC 13 2012

Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 12/17/2012

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](mailto:state.procurement.office@hawaii.gov)

Chief Procurement Officer (CPO) Comments:

Request has been withdrawn by the department.

Approved

Disapproved

No Action Required

James J. [Signature]      1/7/2013  
Chief Procurement Officer Signature      Date