



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: DAGS / Automotive Management / Parking Control
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.
Pro-rata portion of the cost allocable for the maintenance, repair, improvement, refurbishment and operation of the Alii Place Garage's common elements and limited common elements in accordance with allocations set forth.

Table with 2 columns and 2 rows. Row 1: Vendor/Contractor/Service Provider Name: Bristol Alii Holdings; Amount of Request: \$131,940.00. Row 2: Term of contract (shall not exceed 12 months), if applicable: From: 7/1/2013 To: 6/30/2014; Prior SPO-001, Sole Source (SS) No.: 12-077-B

6. Describe in detail the following:
a. The unique features, characteristics, or capabilities of the goods, service or construction.
Per Tri-Party Agreement effective January 5, 1990, among the State of Hawaii, City and County of Honolulu and Equity Richards Venture (attached).
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department

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.

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.

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
Brian Saito	Automotive Mgmt	586-0343	brian.saito@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



Date

For Chief Procurement Officer Use Only

Date Notice Posted: 6/6/13

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 determination that the Tri-Party Agreement sets forth the pro-rata portion of the costs for the maintenance, repair, improvement, refurbishment and operation of the Alii Place Garage's common elements. Sole source contracts in excess of \$100,000 require cost or pricing data pursuant to HAR chapter 3-122, subchapter 15. 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. Copies of the cost or pricing data, HCE certificate and awards posting are required to be documented in the procurement/contract file. When processing payment to vendor the department shall attach a current compliant HCE certificate with the invoice for payment.

If there are any questions, please contact Wendy Ebisui at 586-0563, or wendy.mo.ebisui@hawaii.gov.

Approved

Disapproved

No Action Required

Claus J. J. J. 6/14/2013
Chief Procurement Officer Signature Date