



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

13 JUL -8 A8:30

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: Roger Imoto, Administrator, DLNR- Forestry and Wildlife
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.
Repair and maintenance services on Bobcat equipment. Includes purchasing and rental of parts, accessories and other products specifically designed and manufactured by Bobcat for service, repair and maintenance of Bobcat equipment. This request is to increase requested from previous approved Sole Source (SS130415). Additional funds are needed to increase use of machine, and make necessary repairs. Previous sole source was approved for \$5,000, which has been used. Prior approved sole source is attached.

Table with 2 columns and 2 rows containing vendor name (Hertz Equipment Rental, Inc.), amount of request (\$20,000.00), term of contract (1-Jul-13 to 1-Jul-14), and prior SPO-001, Sole Source (SS) No. (SS130415).

6. Describe in detail the following:
a. The unique features, characteristics, or capabilities of the goods, service or construction.
Hertz Equipment Company, Inc. is the only dealer on Oahu that is authorized by Bobcat to sell, repair, rent and service Bobcat products. See attached document
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department
DOFAW has a Bobcat Track Loader on inventory. This machine requires periodic maintenance, repairs and servicing. Rental of various attachments are also an essential part of the machines functionality. The machine and its attachments are used to maintain roads, trails, public use facilities, create and maintain habitat for game and non-game wildlife species. All these activities are essential to DOFAW's operations in management and protection of public land and its resources.

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~~  
Bobcat website was visited to obtain list of all authorized dealers on Oahu. Only Hertz Equipment Company was listed. Called Hertz, and they informed us they were the only authorized dealer. Received letter from Bobcat confirming status (see attached letter).

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.

Explored Bobcat website for other authorized dealers. The only authorized dealer listed was Hertz Equipment Company, Kapolei

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

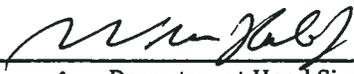
\*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	E-mail Address
Jason Misaki <i>JM</i>	Forestry and Wildlife	808-973-9786	Jason.C.Misaki@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.**

  
\_\_\_\_\_  
*JM* Department Head Signature

7/5/13  
Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 7/8/13

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

Chief Procurement Officer (CPO) Comments:

This request is disapproved. Department has acknowledged that the incorrect form was submitted and will be submitting form SPO-001B, *Notice of Amendment to Sole Source Contract*.

If there are any questions, please contact Wendy Ebisui at 586-0563, or [wendy.mo.ebisui@hawaii.gov](mailto:wendy.mo.ebisui@hawaii.gov).

Approved

Disapproved

No Action Required

David J. A.      7/9/2013  
Chief Procurement Officer Signature      Date