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PURCHASING DIV
BUDGET & FISCAL SVCS
C&C OF HONOLULU

DEPARTMENT OF BUDGET AND FISCAL SERVICES
NOTICE & REQUEST FOR SOLE SOURCE

TO: Chief Procurement Officer

FROM: ENV/WTD/TSB
Department/Division/Agency

Pursuant to HRS §103D-306 and HAR Chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Description of goods, services, or construction to be procured:
Vendor to provide Lakeside pump parts and accessories for the Department of Environmental Services Wastewater Treatment Plant and Pump Stations. Intent is to purchase replacement Lakeside parts and accessories for installed Lakeside pumps.

2. Vendor/Contractor/Service Provider Name:	3. Amount of Request:
Promark Corporation	$ Annual Master Agreement
4. Term of Contract: (Shall not exceed 12 months), if applicable From: Upon Execution of the Contract To: 12 Month Period	5. Prior Sole Source Ref No.

6. The good, service, or construction has the following unique features, characteristics, or capabilities:

Promark is the only authorized distributor and repair center for Lakeside pumps, parts and accessories for the Industrial and Municipal markets in the State of Hawaii. See attached letter.
This is for replacement parts for Lakeside pumps already installed in City wastewater facilities.

7. How the unique features, characteristics, or capabilities of the goods, service or construction are essential for the agency?

Without original manufactured Lakeside parts and accessories, we would not be able to repair the Lakeside pumps installed in the City Wastewater Facilities. If the Lakeside pumps fail, it may pose a "Health and Safety Issue" to the Public.

8. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services, or construction.

Only this one vendor as contacted because they are the only factory representative here in Hawaii.

9. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the agency needs.

Promark is the ONLY distributor in Hawaii for sales, parts and services. Therefore, no other vendor was contacted.

10. **Person that will be responsible for managing this procurement:**	
Department/Division: ENV/WTD Contact Name/Title: :Leland Lee	Phone Number: 768-4481 E-mail Address: Llee2@honolulu.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

I certify that to the best of my knowledge, that the information provided above is true, correct, that there is no conflict of interest related to this procurement, and that the goods, services, or construction are available through only one source.

Ross S. Tanke 11/12/2014

Department Head Date

Reserved for BFS Use Only

Date Notice Posted: 11/18/14

Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
Department of Budget and Fiscal Services
530 South King Street, Room 115
Honolulu, Hawaii 96813
bfspurchasing@honolulu.gov

Chief Procurement Officer's comments:

☐ **APPROVED** ☐ **DISAPPROVED** ☐ **NO ACTION REQUIRED** _____

Chief Procurement Officer Date