



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

PURCHASES DIV  
BUDGET & FISCAL SVCS  
C/C OF HONOLULU

PUR 988377  
see E  
14 NOV 14 P1:53

**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:

<p>1. Description of goods, services, or construction to be procured: Vendor to provide Yeoman pump parts and accessories for the Department of Environmental Services Wastewater Treatment Plant and Pump Stations. Intent is to purchase replacement Yeoman parts and accessories for installed Yeoman pumps.</p>	
<p>2. Vendor/Contractor/Service Provider Name: Promark Corporation</p>	<p>3. Amount of Request: \$ Annual Master Agreement</p>
<p>4. Term of Contract: (Shall not exceed 12 months), if applicable  From: Upon Execution of the Contract Month Period</p>	<p>5. Prior Sole Source Ref No.  To: 12</p>
<p>6. The good, service, or construction has the following unique features, characteristics, or capabilities:  Promark is the only authorized distributor and repair center for Yeoman pumps, parts and accessories for the Industrial and Municipal markets in the State of Hawaii. See attached letter. This is for replacement parts for Yeoman pumps already installed in City wastewater facilities.</p>	
<p>7. How the unique features, characteristics, or capabilities of the goods, service or construction are essential for the agency?  Without original manufactured Yeoman parts and accessories, we would not be able to repair the Yeoman pumps installed in the City Wastewater Facilities. If the Yeoman pumps fail, it may pose a "Health and Safety Issue" to the Public.</p>	
<p>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.</p>	

REQUEST FOR SOLE SOURCE (Cont.)

Submit in Duplicate

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.

*Pers. Tails*

*11/12/2014*

Department Head

Date

Received 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](mailto:bfspurchasing@honolulu.gov)

Chief Procurement Officer's comments:

APPROVED  DISAPPROVED  NO ACTION REQUIRED

\_\_\_\_\_  
Chief Procurement Officer

\_\_\_\_\_  
Date