



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

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BUDGET  
C&C

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see C  
RQM-DPR-17000

TO: Chief Procurement Officer  
FROM: Parks and Recreation / PMRS  
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:  
Admission fees to Ice Palace for participants in our City & county of Honolulu, Department of Parks and Recreation programs.

2. Vendor/Contractor/Service Provider Name:  
Ice Palace  
4510 Salt Lake Blvd  
Honolulu, Hawaii 96818  
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3. Amount of Request:  
\$ 100,000

4. Term of Contract: (Shall not exceed 12 months), if applicable  
From: 05/01/2017 To: 04/30/2018

5. Prior Sole Source Ref No.

6. The good, service, or construction has the following unique features, characteristics, or capabilities:  
Ice Palace is Hawaii's only ice skating rink. This venue offers a unique experience for our participants.

7. How the unique features, characteristics, or capabilities of the goods, service or construction are essential for the agency?  
Although excursions are not an essential function of the work, program enhancement is a vital part of our programs. The opportunity for our participants to gain experiences and create memories with peers is priceless. Our programs offer the means for some of our participants to see and experience locations that are otherwise not accessible to them or their families for various reasons.

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.

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

10. Person that will be responsible for managing this procurement:

Department/Division: Parks and Recreation/PMRS

Contact Name/Title: Duane Fujiwara

Phone Number:

768-3020

E-mail Address:

dfujiwara@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.

(for)   
Department Head

Sept. 27, 2016

Date

Reserved for BFS Use Only

Date Notice Posted: \_\_\_\_\_

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