

REQUEST FOR SOLE SOURCE

TO: CHIEF PROCUREMENT OFFICER, COUNTY OF MAUI FINANCE DEPARTMENT
FROM: County of Maui Department of Water Supply Water Resources & Planning Division

(DEPARTMENT/DIVISION/BRANCH)

RE: REQUEST FOR SOLE SOURCE APPROVAL

PURSUANT TO 103D-306, and Subchapter 9, Chapter 3-122, HAR, the Department requests sole source approval to purchase the following (Description of goods, services, or construction):

Consulting services to complete Phase 2 of the Department of Water Supply (DWS) Strategic Plan in which Harris & Associates (Consultant) originally submitted a winning proposal containing Phase 1 and Phase 2. Harris completed Phase 1 and have revised Phase 2 per Phase I results and DWS needs.

Name of Vendor: Harris & Associates

Cost: \$ 149,270 Term of Contract: From: January 1, 2020 To: July 1, 2020

Prior Sole Source Reference No.(s), if any: _____

- (1) The goods, services, or construction has the following unique features, characteristics, or capabilities:
The Consultant is a leader in the field of strategic planning with extensive experience.
Phase 2 cost is consistent with necessary adjustments and enhanced DWS planning requirements as outlined in Phase I.
- (2) How are the unique features, characteristics, or capabilities essential for the agency to accomplish its work:
Harris provided a full Strategic Plan Phase 1 report with recommendations and results produced from a critical & thorough "Discovery and Investigation" of DWS. They worked closely with DWS staff to gain intimate, detailed knowledge essential to produce a comprehensive & seamless outcome for Phase 2 that is unlikely to be attained by a new firm.
(Attach Additional Sheets If Necessary)

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- (3) The following other possible sources for the goods, services, or construction were investigated but do not meet our needs because:

The original group of consultants (attached) were investigated, but none have produced a coherent plan for Phase 2 that can be easily integrated with the completed Phase I strategic planning document.

Direct questions to: Robert De Robles Phone: 808-463-3113

A completed Notice of Sole Source is attached.

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TO THE BEST OF MY KNOWLEDGE TRUE, CORRECT AND THAT THE GOODS, SERVICES, OR CONSTRUCTION ARE AVAILABLE THROUGH ONLY ONE SOURCE.


Department/Agency Head

OCT 25 2019
Date

Authorized Designee (if any)

Title: _____

Date

CHIEF PROCUREMENT OFFICER'S COMMENTS:

Please ensure adherence to applicable administrative and statutory requirements. This expenditure may be processed through a purchase order:

Yes No _____. If no, a contract must be executed and funds certified.

APPROVED _____ DENIED _____


CHIEF PROCUREMENT OFFICER

10/30/19
Date

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NOTICE OF SOLE SOURCE

The Chief Procurement Officer is in the process of reviewing the request from the department of

for the sole source purchase of the following goods, services, or construction:
Professional consulting services from named Vendor to continue with the DWS Strategic Plan
Phase 2, Design and Structuring Processes within a Strategic Plan Framework.

Name of Vendor: Harris & Associates

Address: _____

Cost: \$ 149,270 Term of Contract: From: January 1, 2020 To: July 1, 2020

Direct Any Inquiries To:

Name/Title: _____ Phone No.: _____

Address: _____
_____ Fax No.: _____

10/30/19

Date Notice Posted

A copy of this notice of intent shall be posted by the Chief Procurement Officer and the purchasing agency in an area accessible to the public at least seven calendar days prior to any approval action.

Submit written objections to this notice of intent to issue a sole source contract within seven calendar days from the date this notice was posted to:

**Chief Procurement Officer
County of Maui Finance Department
200 South High Street
Wailuku, Maui, HI 96793**

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