

REQUEST FOR SOLE SOURCE

TO: CHIEF PROCUREMENT OFFICER, COUNTY OF MAUI FINANCE DEPARTMENT

FROM: Marci M. Sato - Finance, Accounts

(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):

The Department and Budget Office would like to purchase the Budget/Cafr module to increase the efficiencies for the Budget process and audit process. The module will be purchased from our current vendor as it is a part of our current financial system

Name of Vendor: Superion, Central Square

Cost: \$ 42,340 Term of Contract: From: NTP To: 12/31/2021

Prior Sole Source Reference No.(s), if any: 20-55

- (1) The goods, services, or construction has the following unique features, characteristics, or capabilities:

Yes, Superion/CentralSquare is our current vendor for our Financial System. We are adding the Budget/Cafr module to assist in completing the annual budget and the cafr more efficient.

- (2) How are the unique features, characteristics, or capabilities essential for the agency to accomplish its work:

This is our countywide financial system that houses and produces all of the data necessary to produce accurate and reliable financial statements.

(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 met our needs because:

N/A

Direct questions to: Marci Sato

Phone: 808-270-7503

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.

M. O'Neil
Department/Agency Head
7/22/20
Date

[Signature]
Authorized Designee (if any)
Title: DIRECTOR OF FINANCE
JUL 22 2020
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

[Signature]
CHIEF PROCUREMENT OFFICER
7/23/20
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

Finance

for the sole source purchase of the following goods, services, or construction:

Budget / CAFÉ module

Name of Vendor: Superion, Central Square

Address: _____

Cost: \$ 42,340 Term of Contract: From: NTP To: 12/31/2021

Direct Any Inquiries To:

Name/Title: Maria Sato

Phone No.: 808-270-7503

Address: 2005. High Street

Fax No.: _____

Date Notice Posted 7/13/20

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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