

**REQUEST FOR SOLE SOURCE**

TO: CHIEF PROCUREMENT OFFICER, COUNTY OF MAUI FINANCE DEPARTMENT

FROM: Department of Management / ITS 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):**

Professional Services to assist the County of Maui with MAPPS / EnerGov System Implementation activities and post go live support.

Name of Vendor: Park Consulting Group, Inc

Cost: \$ 50,000 + tax Term of Contract: From: 7/1/2021 To: 12/30/2022

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

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

Park Consulting Group provides in-depth understanding of the functionality and structure of the EnerGov software, necessary to create custom reports, develop efficient workflows, and to assist with post go live production support

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

The ITS Division has not gained enough first hand experience in using and configuring the EnerGov system to be able to develop process improvements and custom reports to meet the current County responsibilities in implementing the EnerGov system.

(Attach Additional Sheets If Necessary)

SOLE SOURCE REF. NO. 21-81

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

ITS Division was not able to identify other companies that have gained expertise on the  
EnerGov software. Park Consulting was the only one recommended by Tyler/EnerGov,  
and the only one to have provided similar services to other jurisdictions with EnerGov

Direct questions to: Kim Albrigh Phone: 808.270-5560

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.**

[Signature]  
Department/Agency Head  
4/21/21  
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 \_\_\_\_\_

[Signature]  
CHIEF PROCUREMENT OFFICER  
4/21/21  
Date

SOLE SOURCE REF. NO. 21-81

**NOTICE OF SOLE SOURCE**

The Chief Procurement Officer is in the process of reviewing the request from the department of Management / ITS Divison

for the sole source purchase of the following goods, services, or construction:  
Professional Services to assist the County of Maui with MAPPS/EnerGov system implementation activities and post go live support.

Name of Vendor: Park Consulting Group, Inc  
Address: 200 Spectrum Center Drive, Suite 300, Irvine, CA 92618  
Cost: \$ 50,000 + tax Term of Contract: From: 7/1/2021 To: 12/30/2022

Direct Any Inquiries To:

Name/Title: Kim Albright Phone No.: 808.270.5560  
Address: 200 South Main Street  
Wailuku, HI 96793 Fax No.: \_\_\_\_\_

4/22/21  
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.

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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

SOLE SOURCE REF. NO. 21-81