

**REQUEST FOR SOLE SOURCE**

TO: CHIEF PROCUREMENT OFFICER, COUNTY OF MAUI FINANCE DEPARTMENT

FROM: Dept. of Housing & Human Concerns/Administration

(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 mediation services pursuant to requirements in Act 57 of 2021 requiring mediation prior to legal pursuit of eviction of tenants.

Name of Vendor: Mediation Services of Maui (MSM)

Cost: \$ 770,000 Term of Contract: From: July 30, 2021 To: June 30, 2022

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

- (1) The goods, services, or construction has the following unique features, characteristics, or capabilities:  
HB 1376 was signed into law by Gov. Ige as Act 57 and mandates mediation as a  
mitigating factor prior to Court filings for eviction processes. MSM is the only agency with  
the capacity to provide this service in Maui County.
  
- (2) How are the unique features, characteristics, or capabilities essential for the agency to accomplish its work:  
Landlords pursuing legal evictions of tenants are required to engage in professional  
mediation prior to Court proceedings. These processes are dictated in Act 57 as  
mitigation factors to prevent widespread evictions that will overwhelm the courts and  
result in homelessness. MSM is the only agency with capacity in Maui County.

(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:

Some private attorneys have experience in mediation but do not have capacity to do this work within the 15 day period required.

Direct questions to: Lori Tsuhako Phone: 270-7805

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.

*Lori Tsuhako*  
Department/Agency Head  
7/16/2021  
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

*M. A. [Signature]*  
CHIEF PROCUREMENT OFFICER  
7/19/21  
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  
Housing & Human Concerns

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

Professional mediation services pursuant to requirements in Act 57 of 2021, requiring  
mediation prior to legal pursuit of eviction of tenants.

Name of Vendor: Mediation Services of Maui (MSM)

Address: 95 Mahalani Street, Suite 25, Wailuku, HI 96793

Cost: \$ 770,000 Term of Contract: From: July 30, 2021 To: June 30, 2022

Direct Any Inquiries To:

Name/Title: Lori Tsuhako, Director Phone No.: 270-7805

Address: 2200 Main St., Suite 546  
Wailuku, HI 96793 Fax No.: 270-7165

7/19/21  
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

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