

REQUEST FOR SOLE SOURCE

TO: CHIEF PROCUREMENT OFFICER, COUNTY OF MAUI FINANCE DEPARTMENT
FROM: PLANNING

(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 Planning Department with MAPPS / EnerGov

System Implementation activities and post go live support.

Name of Vendor: Park Consulting Group, Inc.

Cost: \$ 24,500.00 Term of Contract: From: 6/1/2022 To: 12/30/2023

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. ITS has
contracted with Park Consulting, and Planning needs their support, too.

(Attach Additional Sheets If Necessary)

SOLE SOURCE REF. NO. 2263


- (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: Jeffrey Dack Phone: 808-270-8205

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
4/21/2022

Date

Authorized Designee (if any)
Title: Planning Director

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

Date

SOLE SOURCE REF. NO. 2263

NOTICE OF SOLE SOURCE

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

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: \$ 24,500.00 Term of Contract: From: 6/1/2022 To: 12/30/2023

Direct Any Inquiries To:
Name/Title: Jeffrey Dack, Current Planning Supervisor Phone No.: 808-270-8205
Address: 2200 Main St Ste 619
Wailuku, HI 96793 Fax No.: _____

4/15/22
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**

SOLE SOURCE REF. NO. 22-63