

REQUEST FOR SOLE SOURCE

TO: CHIEF PROCUREMENT OFFICE, COUNTY OF MAUI FINANCE  
DEPARTMENT

FROM: Department of Management – IT Services Division  
(Department/Division/Agency)

RE: REQUEST FOR SOLE SOURCE APPROVAL

Pursuant to §103D-306, HRS, 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 support.

Name of vendor: Park Consulting Group, Inc

Cost: \$ 200,000.00

Term of contract: From June 15, 2021 To December 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 production support.**
- (2) How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:  
**The demand of MAPPS Energov support exceeds the currently capabilities of ITS Division staff. Services include but are not limited to detailed configuration changes, report writing, interface support.**

SPO Form-1 (Rev.7/1/95)

-1-

SS NO.

22-77

- (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 recommend by Tyler/Energov, and the only one to have provided similar services to other jurisdictions with Energov.**

Direct questions to: Susan Underwood ph. 270-7522

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.

Susan Underwood  
Department/Agency Head

Susan Underwood  
Authorized Designee

Title: AIMS/GIS Section Head

Date: 5/31/22

Date: 5/31/22

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. Duhon

*jd*

CHIEF PROCUREMENT OFFICER

Date: 6/8/22

SS NO. 22-77

*jd*

NOTICE OF SOLE SOURCE

The Chief Procurement Officer is in the process of reviewing the request from the Department of Management, IT Services Division For the sole source purchase of the following goods, services, or construction: Professional Services to assist the County of Maui with MAPPs/Energov System support.

Name of vendor: Park Consulting Group, Inc  
Address:

Cost: \$ 200,000.00

Term of contract: From June 13, 2021 To December 30, 2022

Direct Any Inquiries To:

Name/Title: Susan Underwood  
Address: 200 S. High Street, Wailuku, HI 96793

Phone No.: (808) 270-7522  
Fax No.: (808) 270-7130

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6/1/22  
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 last 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  
State Procurement Office  
1151 Punchbowl Street  
Honolulu, HI 96813