

REQUEST FOR SOLE SOURCE

TO: CHIEF PROCUREMENT OFFICER, COUNTY OF MAUI FINANCE DEPARTMENT

FROM: Corporation Counsel/ Risk Management 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):**

Vector Solutions is a comprehensive suite of proprietary web-based solutions for counties, municipalities training groups and organizations. The system features accredited training, tracking and reporting tools. There are no competitors with an offering equal to the comprehensive package that V.S. provides.

Name of Vendor: Vector Solutions (Formally Target Solutions)

Cost: \$ 66,424.00 Term of Contract: From: 11/30/2022 To: 11/29/2023

Prior Sole Source Reference No.(s), if any: 21-11

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

Vector Solutions complete online training library consists of 4500 courses for all types of public entities. The most relevant feature is a comprehensive catalog of courses specific to Fire, Police, Public Works, Water and Environmental Management employees.

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

The courses will allow employees to receive continuing education credits as well as certification credits that are required to keep their jobs. The course catalog offers over 50 OSHA certified courses that will comply state and federal training mandates.

(See attached sheet for additional information.)

(Attach Additional Sheets If Necessary)

SOLE SOURCE REF. NO. 23-25

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

Three other sources were investigated and none offered the comprehensive catalog that included industry specific courses that are needed to provide employees with OSHA mandated training as well as certification credits.

Direct questions to: Marce Hoag

Phone: 808-270-7970

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  
10/13/2022  
Date

Marce Hoag  
Authorized Designee (if any)  
Title: Safety Specialist III  
10/13/2022  
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  
10/12/22  
Date

SOLE SOURCE REF. NO. 23-25

[Handwritten mark]

**NOTICE OF SOLE SOURCE**

The Chief Procurement Officer is in the process of reviewing the request from the department of Corporation Counsel/ Risk Management Division

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

A comprehensive suite of proprietary web-based solutions for counties, municipalities, training groups and organizations by Vector Solutions.

The system features accredited training, tracking and reporting tools.

Vector Solutions complete online training library consists of 4500+ courses for all types of public entities.

Name of Vendor: Vector Solutions (Formally Target Solutions)

Address: 4890 W. Kennedy Blvd. Ste. 300, Tampa, FL 33609

Cost: \$ 66,424.00 Term of Contract: From: 11/30/2022 To: 11/29/2023

Direct Any Inquiries To:

Name/Title: Marcie Hoag Phone No.: 808-270-7970

Address: 200 S. High St., 3rd Floor  
Wailuku, HI 96793 Fax No.: \_\_\_\_\_

10/13/11  
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. 23-25