



DEPARTMENT OF WATER SUPPLY • COUNTY OF HAWAII

345 KEKŪANAŌ'A STREET, SUITE 20 • HILO, HAWAII 96720

TELEPHONE (808) 961-8050 • FAX (808) 961-8657

**NOTICE & REQUEST FOR SOLE SOURCE**

**TO:** Keith K. Okamoto, P.E.  
Chief Procurement Officer

**FROM:** Engineering - WOACB  
Division/Branch

Pursuant to §103D-306, HRS, and Subchapter 9, Chapter 3-122, HAR, the Department requests sole source approval to purchase the following:

1. Description of goods, services, or construction to be procured:  
The SimPlate for HPC test is an easy, rapid and accurate test for HPC (3 each SimPlate for HPC pack of 25 every month for one year).

2. Vendor / Contractor / Service Provider Name: IDEXX Distribution, Inc.	Address: PO Box 101327 Atlanta, GA 30392-1327	3. Amount of Request: <u>\$4031.16 + tax &amp; freight</u> (\$98.42 pack of 25 tests)
4. Term of Contract (shall not exceed 12 months), if applicable: From: <u>01/01/2019</u> To: <u>12/31/2019</u>	5. Prior Sole Source Ref. #: 18-02	

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, services or construction.  
SEE BELOW

b. How the unique features, characteristics or capabilities of the goods, services or construction are essential for the Department.  
Simplate for HPC results correlate to those obtained with plate count agar. SimPlate for HPC is easy to read and less subjective than plate count agar. There is no need for media preparation. In addition, quality control (QC) is simplified with SimPlate for HPC as QC checks are only needed on a per lot basis, and not for daily media batches. With SimPlate for HPC, there is less equipment to purchase and maintain.

*...Water, Our Most Precious Resource...Ka Wai A Kāne...*

The Department of Water Supply is an Equal Opportunity provider and employer.

7. Describe the efforts and results in determining that this is the only vendor / contractor / service provider who can provide the goods, services or construction:

IDEXX is a wholly owned subsidiary of IDEXX Laboratories, Inc. and is the sole supplier of SimPlate for HPC test kits to the Water Market.

8. Alternate Source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the Department's needs:

We could not find any other source because this is a patented methodology of IDEXX and they are the sole supplier of SimPlate for HPC test kits to the Water Market.


9. A list of agency personnel, by position, who will be involved in the approval process and administration of this contract and/or conducting and managing this procurement:

Name	Position	Involvement in Process	
Mae Kise	Water Microbiologist IV	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Kurt Inaba	Civil Engineer VII	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Rick Sumada	Waterworks Controller	<input checked="" type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Keith Okamoto	Manager-Chief Engineer	<input checked="" type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration

10. Direct inquiries to:

Department: Water Supply  
 Contact Name: Mae Kise  
 Phone Number: 808-961-8670  
 Fax Number: 808-961-8759

11. I certify that the information provided above is, to the best of my knowledge, true and correct.

  
 \_\_\_\_\_  
 Division Head Signature

11/26/18  
 \_\_\_\_\_  
 Date

**For Chief Procurement Officer Use Only**

12. Date Notice Posted: DEC 11 2018

The Chief Procurement Officer is in the process of reviewing this request for Sole Source. Submit written objections to this notice to issue a Sole Source *within seven (7) calendar days* or as otherwise allowed from the above posted date to:

Chief Procurement Officer  
 Department of Water Supply  
 345 Kekūanaō'a Street, Suite 20  
 Hilo, Hawai'i 96720

Chief Procurement Officer's comments:

13.  APPROVED  DISAPPROVED  NO ACTION REQUIRED

Chief Procurement Officer \_\_\_\_\_ Date \_\_\_\_\_  
 14. Sole Source No. 18-10