



DEPARTMENT OF WATER SUPPLY • COUNTY OF HAWAII

345 KEOHANAŌ'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 - WQACB
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. Name of Vendor / Contractor / Service Provider & Contact Information (Address, Phone, etc.):

Thermo Solutions Services USA Inc., 9920 Pacific Heights Blvd. Suite 150, San Diego, CA 92130 (858)284-7328

2. Amount of Request / Contract (if exceeding \$100,000.00, attach complete cost & pricing analysis):

\$ 2,074.80

3. Description of goods, services, or construction to be procured (attach additional sheet if necessary):

Preventative Maintenance Inspection for Consolidated sterilizers/boilers (includes all labor for equipment inspection, adjustment, lubrication, installation of replacement parts and testing during scheduled inspection).

4. Term of Contract (shall not exceed 12 months), if applicable:

From: 07/01/2025 To: 06/30/2026

5. Prior Sole Source Ref. #:

24-03

6. Describe in detail the following (attach additional sheet if necessary):

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

Thermo Solutions Services USA is the authorized Service Provider in Hawaii who can provide the Preventative Maintenance Inspection, parts and services for Consolidated Sterilizer Systems (CSS) sterilizers/boilers. In order to maintain our laboratory certification, the sterilizers/boilers, along with the balances, must be serviced and calibrated annually by an authorized service technician.

b. How are these unique features, characteristics or capabilities essential to the Department:

Sterilizers/boilers (autoclaves) are required to sterilize various lab equipment/media/supplies and to decontaminate used testing materials.

...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 (attach additional sheet if necessary):
 Contacted Consolidated Sterilizer Systems (CSS) for Preventative Maintenance Service Plans for our sterilizers/boilers, and CSS confirmed that Thermo Solutions Services USA is the only authorized service provider in Hawaii at this time.

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 (attach additional sheet if necessary):
 We could not find any other source who can provide services and parts for Consolidated sterilizers/boilers.

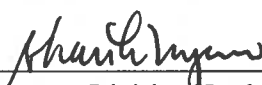
9. A list of agency personnel, by position, who will be involved in the approval process and administration of this contract and/or conducting and managing this procurement:

Name	Position	Involvement in Process	
Blayne Castillo	Water Microbiologist IV	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Shari Uyeno	Civil Engineer VII	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Candace Gray	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:	Blayne Castillo
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.*


7/8/2015
 Division Head Signature Date

For Administrative Use Only

12. Date Notice Posted: _____ (DWS Bulletin Board and DWS Website)
During posting period, the Chief Procurement Officer is in the process of reviewing this request for Sole Source.
 Per Section 3-122-82(c)(2), written objections to this request to issue a Sole Source purchase shall be submitted to the Chief Procurement Officer *within seven (7) calendar days* from the above posted date.
 Objections may be sent by mail, fax, or email to the Office of the Manager-Chief Engineer, Department of Water Supply:

Chief Procurement Officer's comments:

13. ☐ APPROVED ☐ DISAPPROVED ☐ NO ACTION REQUIRED

Chief Procurement Officer Date

14. Sole Source No. 2025-01 (to be completed by CSB only)