DEPARTMENT OF WATER SUPPLY • COUNTY OF HAWAI`I
345 KEKŪANAŌ`A STREET, SUITE 20 • HILO, HAWAI`I 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.):
IDEXX Inc. 1 Idexx Dr. Westbrook, ME 04092 (800)321-0207

2. Amount of Request / Contract (if exceeding $100,000.00, attach complete cost & pricing analysis):
$ 6,320.16

3. Description of goods, services, or construction to be procured (attach additional sheet if necessary):
The Simplate for HPC test is an easy, rapid and accurate test for HPC (procuring 3 each Simplate for HPC pack of 25 every month of the calendar year 2027).

4. Term of Contract (shall not exceed 12 months), if applicable:
From: 01/01/2027 To: 12/31/2027

5. Prior Sole Source Ref. #:
25-13

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

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

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.

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

The Microbiology Laboratory is only certified to use Method SM9215E Simplate for compliance HPC testing.

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):

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 (attach additional sheet if necessary):

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	
Blayne Castillo	Water Microbiologist IV	☒ Approval	☐ Administration
Shari Uyeno	Civil Engineer VII (TA)	☒ Approval	☐ Administration
Candace Gray	Waterworks Controller	☒ Approval	☒ Administration
Keith Okamoto	Manager-Chief Engineer	☒ Approval	☒ 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.***

for Division Head Signature — 11/18/2026 Date

For Administrative Use Only

12. Date Notice Posted: NOV 18 2026 (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. 21-12 (to be completed by CSB only)