

EAST HAWAII REGION
NOTICE & REQUEST FOR SOLE SOURCE

1. TO: Regional Chief Executive Officer
 2. FROM: Jeffrey E. Dansdill, Senior Contracts Manager

Pursuant to East Hawaii Region Policy, PUR 005, the Department requests sole source approval to purchase the following:

3. Description of goods, services, or construction:

 Remove and replace five air handler units at the Hilo Medical Center with Carrier 39 series air handlers.

4. Vendor Name: Carrier Commercial Service Address: 94-496 Ukee Street Waipahu, HI 96797	5. Price: <u>\$662,884.74</u>
6. Term of Contract: From: <u>8/1/2020</u> To: <u>12/31/2021</u> (mm/dd/yyyy)	7. Prior Sole Source Ref No. <u>N/A</u>

8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities:

 The Hilo Medical Center has standardized on Carrier equipment for its air conditioning and air handling needs. By standardizing on Carrier, HMC Maintenance staff will train on one equipment manufacturer and stock one manufacturer's maintenance supplies. By standardizing on Carrier, the HMC Maintenance Department keeps the equipment running at a high level providing better service to patients within the facility.

9. Essential Features: How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:

 By standardizing on Carrier equipment for its air conditioning and air handling needs, HMC Maintenance staff can focus on one manufacturer for training and the purchase of maintenance parts. This will eliminate duplication of training across multiple equipment manufacturers, saving on training costs for staff. In addition, HMC Maintenance will only have to stock repair and maintenance supplies for one manufacturer, saving on costs from stocking parts and supplies from multiple manufacturers.

10: Sole Source No. 21-0008

11. Alternate source. The following other possible sources for the good, service, or construction were investigated
but do not meet our needs because: Carrier Commercial Service is the only known installer of Carrier air handler units on the Big Island of Hawaii.

12. **Direct any inquiries to:**
Department: Jeremy Harlow
Contact Name/Title: Project Manager

13 Phone Number: 808-932-3534
Fax Number: N/A

Expenditure may be processed with a purchase order: Yes No If no, a contract must be executed
Agency shall ensure adherence to applicable administrative and statutory requirements.

14. *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.*



Department Head (sign and print name)

Jul 16, 2020

Date

Reserved for RCEO/Designee Use Only

15 Date Notice Posted: Jul 16, 2020

Submit written objections to this intent to issue a sole source contract within five (5) calendar days or as otherwise allowed from the above posted date to: Regional Chief Executive Officer
East Hawaii Region
1190 Waianuenue Ave.
Hilo, Hawaii 96720

16. Regional Chief Executive Officer's comments:

17.
 APPROVED DISAPPROVED
 NO ACTION REQUIRED

Regional Chief Executive Officer Date