

**EAST HAWAII REGION**  
**NOTICE & REQUEST FOR SOLE SOURCE**

- 1. TO: Regional Chief Executive Officer
- 2. FROM: Jady Sleightholm, Project Management

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:**

Gem Custom Floors to install Forbo Marmoleum flooring in phases on the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Floors of the HMC Acute Hallways. Flooring will be overlayed over existing material. Color to be determined.

<b>4. Vendor Name:</b> Gem Custom Floors <b>Address:</b> 25 Shipman St; Hilo, HI 96720	<b>5. Price:</b> \$ <u>253,926.60</u>
<b>6. Term of Contract:</b> (mm/dd/yyyy) <b>From:</b> Upon full execution of both parties <b>To:</b> 06/30/2027	<b>7. Prior Sole Source Ref No.</b> <u>N/A</u>

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

Armstrong VCT flooring was discontinued. Forbo Marmoleum flooring is the closest match with a better warranty and is the current standard throughout the hospital.

Forbo Marmoleum flooring is eco-friendly, durable, easy to clean, water resistant, anti-viral, bacteriostatic, and allergy-proof. The Forbo Marmoleum flooring is coated with a Topshield pro surface finish that enhances its durability increasing its life expectancy for years to come.

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

Forbo Marmoleum flooring comes with a 20-year full-service warranty. Repair and maintenance service would be provided regardless of wear and tear or owner damage.

**10: Sole Source No.**     24-0545

**11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because:**

The standard flooring finish at Hilo Medical Center Acute Hospital is Forbo-Marmoleum. Gem Custom Floors is the only local vendor that has the maintenance and repair contract with flooring vendor Forbo.

**12. Direct any inquiries to:**

Department: Contracts Management

Contact Name/Title: **Jennifer Prince, Contracts Manager**

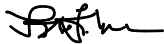
13 Phone Number: 808.932.3137

Fax Number: \_\_\_\_\_

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)

Jun 14, 2024

\_\_\_\_\_  
Date

**Reserved for RCEO/Designee Use Only**

15 Date Notice Posted: \_\_\_\_\_

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 Waiuanue Ave.  
Hilo, Hawaii 96720

16. Regional Chief Executive Officer's comments:

17.

APPROVED  DISAPPROVED

NO ACTION REQUIRED

\_\_\_\_\_  
Regional Chief Executive Officer

\_\_\_\_\_  
Date