

REQUEST FOR SOLE SOURCE

TO: CHIEF PROCUREMENT OFFICER, COUNTY OF MAUI FINANCE DEPARTMENT

FROM: Office of the Mayor

(DEPARTMENT/DIVISION/BRANCH)

RE: REQUEST FOR SOLE SOURCE APPROVAL

PURSUANT TO 103D-306, and Subchapter 9, Chapter 3-122, HAR, the Department requests sole source approval to purchase the following (Description of goods, services, or construction):

Locally grown produce

Name of Vendor: Hawaii Farm Bureau Federation, Maui County Farm Bureau

Cost: \$ 80,000.00 Term of Contract: From: Dec. 1, 2020 To: Dec. 30, 2020

Prior Sole Source Reference No.(s), if any:

- (1) The goods, services, or construction has the following unique features, characteristics, or capabilities:

Produce is locally grown and harvested

- (2) How are the unique features, characteristics, or capabilities essential for the agency to accomplish its work:

Due to the COVID-19 pandemic and shut down of hotels and some restaurants, the local farmers are unable to sell their produce, but need to continue farming to keep their crops growing in anticipation of hotel and restaurant re-opening.

(Attach Additional Sheets If Necessary)

SOLE SOURCE REF. NO. 21-45

- (3) The following other possible sources for the goods, services, or construction were investigated but do not meet our needs because:

Other non-profit organizations will also be utilized for similar services.

Direct questions to: Stacy Takahashi

Phone: 270-1752

A completed Notice of Sole Source is attached.

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.

Arjun Mirale
Department/Agency Head

Authorized Designee (if any)

12/17/2020
Date

Title:

Date

CHIEF PROCUREMENT OFFICER'S COMMENTS:

Please ensure adherence to applicable administrative and statutory requirements. This expenditure may be processed through a purchase order:

Yes _____ No _____. If no, a contract must be executed and funds certified.

APPROVED _____ DENIED

Stacy Takahashi
CHIEF PROCUREMENT OFFICER

12/17/20
Date

SOLE SOURCE REF. NO. 2145

NOTICE OF SOLE SOURCE

The Chief Procurement Officer is in the process of reviewing the request from the department of
Office of the Mayor

for the sole source purchase of the following goods, services, or construction:

Locally grown produce

Name of Vendor: Hawaii Farm Bureau Federation, Maui County Farm Bureau

Address: P.O. Box 148, Kula, Hawaii, 96790

Cost: \$ 80,000.00 Term of Contract: From: Dec. 1, 2020 To: Dec. 30, 2020

Direct Any Inquiries To:

Name/Title: Tyson Miyake, Chief of Staff

Phone No.: 270-8275

Address: 200 South High Street

Wailuku, Hawaii, 96793

Fax No.: 270-7870

12/14/20
Date Notice Posted

A copy of this notice of intent shall be posted by the Chief Procurement Officer and the purchasing agency in an area accessible to the public at least seven calendar days prior to any approval action.

Submit written objections to this notice of intent to issue a sole source contract within seven calendar days from the date this notice was posted to:

**Chief Procurement Officer
County of Maui Finance Department
200 South High Street
Wailuku, Maui, HI 96793**

SOLE SOURCE REF. NO. 21-45