



**STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE**

TO: Chief Procurement Officer

FROM: Washington, D.C. Bureau, Office of Hawaiian Affairs
Name of Requesting Department

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured.
POLITICO Pro is an online Federal and State database which provides customized and current political, legislative, and regulatory news and tracking dating back 10 years, thorough Federal and State policy analysis, Federal and State directories, and legislative and regulatory compasses. A multi-term sole source contract pursuant to HAR 3-122-149 will service the best interest of the State by promoting economies in procurement and will provide uninterrupted service over more than one fiscal period.

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|-----------------------------------------------------------------------------------------------------|--------------------------------------------------|
| 2. Vendor/Contractor/Service Provider Name: POLITICO, LLC | 3. Amount of Request: \$27,900.00 |
| 4. Term of contract (shall not exceed 12 months), if applicable: From: 12/21/2022 To: 12/20/2025 | 5. Prior SPO-001, Sole Source (SS) No.: 21-01 |

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.
POLITICO Pro offers exclusive reporting and briefings on timely legislative issues. Through its unique sources, POLITICO is able to provide legislative text before it is posted on public websites like congress.gov, although it also pulls information and data from those sources as well. POLITICO Pro offers subscribers the ability to set up customized email notifications by subject matter and user, so different users know about events as they occur and do not have to go through materials that do not pertain to their specific work. It offers legislative tracking dating back 10 years, and the ability to compare legislative drafts. POLITICO Pro also offers up to date contact, work history, job descriptions, and some biographical information for staff and officials throughout Congress and the federal administration.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department
Part of the Washington, D.C. Bureau's (WDCB's) responsibilities is to track all proposed federal legislation and regulations to analyze any impacts on Native Hawaiians and weigh in where appropriate. POLITICO Pro's tools allow us to stay as up to date as possible, as well as to monitor the thousands of bills, proposed rules, and notices moving through Congress and the U.S Government for impacts. WDCB is also responsible for advocating to the federal government on behalf of Native Hawaiians. POLITICO Pro's constantly updated directories of Congressional and Federal agency staff and officials allows us to make sure that we have the most current contact information and know more about the staff we interact with through their bios and work histories on POLITICO Pro. Finally, POLITICO Pro's system of email alerts allows us to stay on top of any new developments that could affect our work.

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.

WDCB staff reviewed POLITICO Pro's website and tools to determine whether POLITICO Pro would meet our office's needs for monitoring, analysis, and staff directory services. POLITICO's website identified three major competitors as being CQ Roll Call (Fiscal Note), Bloomberg, and Congress.gov. WDCB staff also searched the internet for other competitors, which included both other premium subscription providers as well as open public sources provided by the federal government. We then reviewed the offerings from the competitor's sites to determine if any of those services would be a reasonable substitute for the services POLITICO offers. We found that they do not.

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.

Congress.gov - Does not provide news, has very limited analysis capabilities, and no staff directories; Bloomberg - Does not provide legislative tracking; and CQ Roll Call (Fiscal Note) - Does not provide Federal legislative tracking for 10 years prior and it seemed like several products that would be needed to cover POLITICO Pro's suite of services, which lacked the same integration and customization tools.

9. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)
 *Point of contact (Place asterisk after name of person to contact for additional information).

| Name | Division/Agency | Phone Number | E-mail Address |
|------------|-------------------|--------------|----------------------------------------------------|
| Geena Chau | OHA - Procurement | 808-594-1993 | geenac@oha.org |
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Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

All requirements/approvals and internal controls for this expenditure is the responsibility of the department. I certify that the information provided is to the best of my knowledge, true and correct.


September 20, 2022

Department Head Signature Date

For Chief Procurement Officer Use Only

Date Notice Posted: September 20, 2022

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approved Disapproved No Action Required

Chief Procurement Officer Signature Date