



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT REQUEST

1 TO: Chief Procurement Officer

3/14/08

2 FROM: Chief, Planning Branch, DAGS Public Works Division

Ralph Monte

Department/Division/Agency

Pursuant to §103D-307, HRS, and Subchapter 10, Chapter 3-122, IAR, the Department requests approval for the following:

3. Date: March 12, 2008

4. After the fact YES NO

5. Nature of the Emergency: The laundry facility at Oahu Community Correctional Center (OCCC) has become dysfunctional due to failure of aged equipment. Three commercial washing machines are inoperable and one runs on cold water only. The hot water storage and hot water expansion tanks are leaking and may be unsafe due to pressurization up to 125psi. The washers at the facility vary in age from 18 to 25 years, and the hot water tank is approximately 7 years old. The Department of Public Safety (PSD) has requested and have been authorized funds for the replacement of the laundry equipment at the OCCC (Continued, see attached)

6. Vendor: ~~Waltz Engineering, Inc.~~
Address: ~~500 Ala Kawa Street, Ste #119~~
~~Honolulu, Hawaii 96817~~

dk

7. Price: Approximately
~~Not to exceed~~
\$135,000.00

8. Description of goods, services, or construction to be purchased:

Remove one Milnor 48036 QHP 250 lb capacity, one Milnor 42044WP2 200 lb capacity split pocket washers and one Milnor 30020MSG 50 lb capacity single pocket washer and replace with new three Milnor 42026V6J 135/140 lb capacity, 480V/60hz/3-phase and one Milnor 30022V6J 55/60 lb capacity, 480V/60Hz/3-phase, single pocket washers. Remove one 1,000 gallon Hot Water Storage Tank and one Hot Water Expansion Tank and replace with new: one Ace 1,080 gallon Hot Water Tank Model # SJ4810.G, and one Ace Hot Water Expansion Tank Model # SX1803. (Continued, see attached)

9 Reason for Vendor Selection

Due to considerations of limited space and available existing utility hookups, the representative of the existing washing machines was contacted for a cost assessment. Inquiries were made to various vendors with Waltz Engineering providing the lowest offer for the hot water storage and hot water expansion tanks and best value for the washing machines.

10. Direct questions to: Marc S. Yamamoto, PSD, Purchasing ^{MSY 2/14/08} 808-587-1215
Joseph Earing, DAGS-PWD ^{JE 3/14/08} Phone: 808-586-0486

11. I certify that the information provided above is to the best of my knowledge, true and correct.

Clayton A. Frazer 3/14/08
Date
Director, Department of Public Safety

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12. Chief Procurement Officer's comments:

Approval is granted to procure all items described ^{in item 8 above} on an emergency basis that shall be done through HePS.

APPROVED DISAPPROVED NO ACTION REQUIRED

Adrian S. Jara 3/18/08
Chief Procurement Officer Date

14. E.P.No. 08-028-D

5. Nature of the Emergency (continued):

While the replacement project has been initiated with the Dept. of Accounting and General Services, Division of Public Works, the anticipated procurement process will require 9 to 12 months to complete. This length of time is much too long for OCCC to go without a fully functional laundry facility. The most recent equipment breakdown occurred on March 3, 2008, where a 50 lb capacity washer failed and was deemed beyond repair by the technician. The laundry facility is now reduced from a machine capacity of 675lbs/cycle, or approximately 2,000 lbs daily, to a machine capacity of 175lbs/cycle (50 lb and 125 lb cold water only) producing only 525 lbs during normal working hours with an additional 175 lbs being done on an overtime basis. This leaves a daily backlog of approximately 1,300 lbs of laundry.

The PSD Administration has stated that OCCC does not have surplus operating funds to contract this work out until the laundry facility can be replaced through the normal procurement process using Capital Improvement Project Funds.

8. Description of goods, services, or construction to be purchased (continued):

This emergency procurement request is to replace equipment to provide for the lost capacity (500 lbs lost capacity versus 480 lbs replacement capacity). The remaining washing machines (approximately 175 lbs capacity), six dryers, and an air compressor will be procured through the normal CIP procurement process with DAGS-PWD.