



STATE PROCUREMENT OFFICE EMERGENCY PROCUREMENT REQUEST

1. TO: Chief Procurement Officer
2. FROM: Health/State Laboratories Division

Department/Division/Agency

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

3. Date June 24, 2008 4. After the fact YES NO

5. Nature of the Emergency
Chiller no.1 motor has burned out and needs to be re-wound with new wire. This is unanticipated situation, the continued functioning of the State Laboratories Division, the preservation or protection of irreplaceable property, the health and safety of the personnel will be seriously threatened if this repair is not done immediately.

6. Vendor: Honeywell Building Solution
Address: 250 Ward Ave. Suite 100
Honolulu, Hawaii 96814 7. Price:
\$11,476

8. Description of goods, services, or construction to be purchased
Since our chiller motor has shorted out, it must be rewound with variable speed drive-rated wire to prevent similar occurrences. The motor must also be outfitted with motor heaters which will prevent moisture forming on the coils when the motor is not in operation. Moisture is what caused the motor to short out.

9. Reason for Vendor Selection
Honeywell is our current Heating, Ventilation and Air Conditioning (HVAC) contractor and is responsible for the operation of all of our equipment. They have already taken the motor to the motor shop for repairs.

10. Direct questions to: Roland J. Nishimura Phone: 453-6651

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

JUN 27 2008

Department Head or Designee

Date

Reserved for SPO Use Only

12. Chief Procurement Officer's comments:
It is the understanding of this office that the State Laboratories Division air conditioning system is currently being maintained by Honeywell. Therefore, because only Honeywell could have made the subject repairs, this procurement should be processed as a sole source. Pursuant to Procurement Circular 2006-07, Amendment 1, sole source and emergency procurements for \$5,000 to less than \$50,000 may be approved by the department head and do not require CPO approval or to be conducted on the HePS. However, sole source and emergency procurements \$2,500 or more are required to be posted on the Procurement Reporting System. This request is being returned with no action required by the State Procurement Office.

13.
 APPROVED DISAPPROVED NO ACTION REQUIRED

Chief Procurement Officer Date 7/3/08