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STATE PROCUREMENT OFFICE EMERGENCY PROCUREMENT REQUEST

STATE PROCUREMENT OFFICE
STATE OF HAWAII

1. TO: Chief Procurement Officer
2. FROM: Charles Beck, Building Manager, Department of Health, ASO

Department/Division/Agency

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

3. Date 5/13/2011

4. After the fact YES NO

5. Nature of the Emergency

After receiving the water bill for Ala Moana Health Center it was apparent that there was a water leak some where in or around the health center. After contacting central services to inform them of the leak, they sent workers out to investigate. Once they found the source of the leak They called an contractor to excavate and repair a 3" water main break that had to be repaired quickly.

6. Vendor: Regent Plumbing Inc.
Address: 94-440 Maikoiko st. Suite 800, Waipapu, Hi 96797

7. Price:
\$13,661.64

8. Description of goods, services, or construction to be purchased
labor , material, equipment, 7 workers 4 1/2 days, small excavator, and pipe, fittings, concrete.

SEE ATTACHED MEMO

9. Reason for Vendor Selection
Contractor was called and was the first one to send out workers and was available to assist with repair.

SEE ATTACHED MEMO

10. Direct questions to: Charles Beck, Building Manager Phone: 808-586-4560

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

Department Head

5/23/11
Date

Reserved for SPO Use Only

12. Chief Procurement Officer's comments:

Procurement Delegation No. 2010-01, Amendment 1 states “. . .procurement requests submitted to the SPO from departmental personnel without written delegated procurement authority and the appropriate mandatory procurement training will be returned.” The SPO has not received from the department the appropriate form SPO-036 nor is there a record of attendance at the appropriate mandatory procurement training for the contact person.

13. APPROVED DISAPPROVED NO ACTION REQUIRED

Chief Procurement Officer Date 5/25/2011

14. E.P.No. 11-044-B