



STATE PROCUREMENT OFFICE  
EMERGENCY PROCUREMENT

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STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DAG / CSD  
Name of Requesting Department

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

1. Date or period of Emergency: <u>1/11/12</u>	2. After-the-Fact: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.  
 The specialized House chamber light system at the State Capitol broke. It must be replaced before the start of legislative session which is 1/19/12.

4. Vendor/Contractor/Service Provider Name: <u>Atlas</u>	5. Amount of Request: \$ <u>6,466.89</u>
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.  
 A long term fix is proposed. It includes a digital upgrade kit, 3 gang, 6 slider controller, power supply, and station programmer.

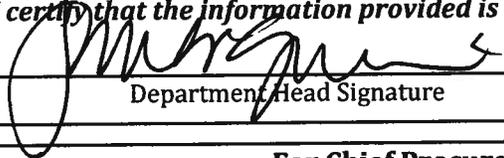
7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.  
 Proprietary - the chamber lighting system must be serviced by Atlas.

8. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; 2) completed mandatory training; and 3) who SPO may contact for follow up inquiry, if any.

(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	E-mail Address
<del>example: Jane Doe</del> Jeff Kidd	<del>PWD ORES/OSD</del>	831-6733	jeff.w.kidd@hawaii.gov
<del>example: John Doe</del>	HPHA		

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.



Department Head Signature

JAN 18 2012

Date

**For Chief Procurement Officer Use Only**

Chief Procurement Officer (CPO) Comments:

This approval is contingent upon vendor being compliant with HRS §103D-310(c) and HAR §3-122-112 and award is required to be posted on the Awards Reporting System. When processing payment to vendor the department shall attach a current compliant HCE compliance certificate with the invoice for payment.

If there are any questions, please contact Kevin Takaesu at 586-0568.

Approved

Disapproved

No Action Required

  
Chief Procurement Officer Signature

2/3/2012  
Date