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STATE PROCUREMENT OFFICE  
STATE OF HAWAII



STATE PROCUREMENT OFFICE  
EMERGENCY PROCUREMENT

TO: Chief Procurement Officer  
FROM: DOT/HARBORS DIVISION/OAHU MAINTENANCE  
*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: January 27, 2012  
2. After-the-Fact:  Yes  No

3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.  
8" in water main break at Pier 51-C Matson navigation company. Water service was turned off for repairs. Matson navigation buildings and restrooms were without water. This is a health and safety issue for Matson navigation Co. personnel. This emergency procurement is for rental of a backhoe to excavate and repair the 8" in water main break.

4. Vendor/Contractor/Service Provider Name: Bacon Universal Company Inc.  
5. Amount of Request: \$ 2,400.00 Est.

6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.  
Water service needs to be restored to the buildings and restrooms for the health and safety of Matson navigation personnel.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.  
Bacon Universal Company was the first vendor to reply to my call for emergency rental of a backhoe and will deliver to pier 51-C Matson navigation by 10:00 am the same morning.

HARBORS DIVISION  
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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
Jon Mckee <sup>EW</sup> <sub>TA</sub>	DOT/Harbors Div.	832-3845	

*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.*

*[Signature]* \_\_\_\_\_ 2-7-2011  
 Department Head Signature Date

**For Chief Procurement Officer Use Only**

Chief Procurement Officer (CPO) Comments:

Awards \$2,500 or greater is required to be posted on the Awards Reporting System. If there are any questions, please contact Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

DEPT. OF TRANS  
 HARBORS DIVISION  
 OAHU DISTRICT

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- Approved       Disapproved       No Action Required

*[Signature]* \_\_\_\_\_ 2/13/2012  
 Chief Procurement Officer Signature Date