



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DHS/Hawaii Public Housing Authority
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: Upon notice to proceed - 6/1/12
2. After-the-Fact: [] Yes [x] No

3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety. As a result of a request for hearing with the Office of Administrative Hearings, Department of Commerce and Consumer Affairs. The Hearings Officer has issued its Findings of Fact, Conclusions of Law, and Decision and has ordered that the contract awarded to Ewa Pointe Realty be vacated under the Hawaii Public Housing Authority's Request-for-Proposals, PMB-2010-10 to furnish property management, maintenance and resident services for various federal low income public housing complexes under Asset Management Project 44 on the island of Oahu.

4. Vendor/Contractor/Service Provider Name: Ewa Pointe Realty
5. Amount of Request: \$ 160,076 (Estimated)

6. Describe in detail the emergency goods, services, or construction and explain why it is necessary. Ewa Pointe Realty is currently providing property management, maintenance and resident services for 260 low income public housing units consisting of 5 sites under Asset Management Project 44 located in leeward Oahu. The HPHA intends to retain the services of Ewa Pointe Realty on an temporary basis due to health and safety concerns that would arise with the lack of a property manager for AMP 44 until the completion of a new Request-for-Proposals targeted for June 1, 2012.

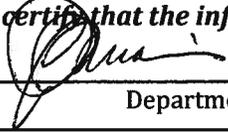
7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted. See item no. 6 above.

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
Rick Sogawa	DHS/HPHA	832-6038	rick.t.sogawa@hawaii.gov

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

FEB 15 2012

Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Request is disapproved as it does not meet the requirements for an emergency procurement. The emergency procurement method is not to be utilized to respond to situations in which the contracted services have not been managed and procured properly. The department is advised to contact Donn Tsuruda-Kashiwabara at 586-0565 or donna.tsuruda-kashiwabara@hawaii.gov to schedule a meeting to discuss this matter further.

Approved

Disapproved

No Action Required



Chief Procurement Officer Signature

2/22/2012

Date