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STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DLNR - DOBOR Oahu District
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: 9/28/2012	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. Investigate the possible grounding of a large floating dock that may have landed on the beach near Kalaupapa Beach and Mo'omomi Beach on Molokai. Contractor was hired by the DLNR Chairperson to survey the area to see if the floating dock grounded on the beaches. As the high surf was causing unsafe ocean conditions, the only safest way to check the area was with a helicopter. DLNR Chairperson received reports from the community that there were large pieces of foam on those beaches at Molokai. The immediate concern was the need to assess the situation as the floating pier may have 90 invasive species on it that could damage the ocean life throughout the State waters.

4. Vendor/Contractor/Service Provider Name: Cates International, Inc.	5. Amount of Request: \$ 3,200.00
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
See above.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
The chosen vendor has extensive experience in assessing the cost associated with an at-sea demolition and salvage operation, and was the only vendor available at short notice and in this emergency situation to commit to travel and participation in an extensive aerial search and survey over the majority of the north facing shores of Molokai.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information.)

<u>Name</u>	<u>Division/Agency</u>	<u>Phone Number</u>	<u>E-mail Address</u>
Meghan Statts <i>Meghan Statts</i>	DLNR - DOBOR	808-832-3520	meghan.l.statts@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.

M. Statts
Department Head Signature

10/8/12
Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Request is disapproved as vendor is not compliant with HRS §103D-310(c) and HAR §3-122-112 (i.e. vendor must be compliant on the Hawaii Compliance Express [HCE]). Upon verification of vendor compliance, department should send a memo (reference EP-13-008B) along with copy of HCE certificate requesting CPO approval.

If there are any questions, please contact Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov.

Approved

Disapproved

No Action Required

David Fuji 10/22/2012
Chief Procurement Officer Signature Date