



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT
AMENDMENT TO EP 17-033S

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: PUBLIC SAFETY
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:	2. After-the-Fact: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
---------------------------------	--

3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.
 AMENDMENT TO CP 13-033S WHILE PERFORMING THE REPAIR OF THE EXISTING DAMAGED ROOF AREA, IT WAS DISCOVERED TO HAVE A TAPERED INSULATION. REFER TO ATTACHED ESTIMATE AND PHOTOS.

4. Vendor/Contractor/Service Provider Name: COMMERCIAL ROOFING & WATERPROOFING HAWAII INC.	5. Amount of Request: \$ 1856 EP 17-033S \$ 26,122.00 AMENDED \$ 27,978.00
---	---

6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
 The tapered insulation is an integral part of the roofing system. The insulation was not discovered until the removal process was initiated.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
 Per EP 13-033S, PSD conducted an informal bid for the initial work. Commercial Roofing and Waterproofing Hawaii Inc was the low bidder.

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.)

Name	Division/Agency	Phone Number	E-mail Address
Marc S. Yamamoto <i>MSY 4/12/13</i>	PSD-ASO/PC	808-587-1215	narc.s.yamamoto@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.

[Signature]

Department Head Signature

4/12/13

Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Approval is granted based on the department's determination that immediate action was necessary due to (1) the threat of damage to property and the safety of inmates and staff, (2) the building's exposure to the elements, such as mold and mildew and (3) preservation and protection of irreplaceable property. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Stanton Mato at 586-0566, or stanton.d.mato@hawaii.gov.

- Approved
 Disapproved
 No Action Required

[Signature] *5/20/2013*
 Chief Procurement Officer Signature Date