



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Land and Natural Resources

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: February 28 to March 1, 2013	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 main water line which supplies the comfort station at Hapuna Beach State Recreation Area burst, which caused a disruption in service. This created a health hazard to the public utilizing the area. With no water to supply the toilets, sinks, urinals and showers, public safety in terms of health was compromised.

4. Vendor/Contractor/Service Provider Name: Keauhou Kona Construction Corp.	5. Amount of Request: \$ 7026.14
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
Keauhou Kona Construction Corp. replaced the water line, flushed it and returned water service to the comfort station and showers.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
Keauhou Kona Construction Corp. was selected as they were on site doing other work, repaving of the parking lot, and because time was of the essence. Not only the potential health risks were minimized but also the water runoff and erosion was kept under control. Two other contractors were contacted, but both were not available to perform the work in a timely manner.

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
Dean Takebayashi*	DLNR/Parks	808-961-9544	Dean.H.Takebayashi@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



Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Approval is based on the department's determination that Immediate action was necessary to return full water pressure for the comfort stations for public use. This approval is contingent upon vendor being compliant with HRS section 103D-310(c) and HAR section 3-122-112, (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. When processing payment to vendor the department shall attach a current compliant HCE certificate with the invoice for payment.

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

Approved Disapproved No Action Required

 6/25/2013
Chief Procurement Officer Signature Date