



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: **Dept. of Land and Natural Resources - DOFAW-Hawaii**

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: <u>June 16-21, 2013</u>	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.

A wildland fire was burning in Kohala Forest Reserve along the Muliwai Trail. The trail was closed & the camp site in Waihanna valley could not be accessed until the fire was brought under control.

4. Vendor/Contractor/Service Provider Name: <u>Manuwa Airways</u>	5. Amount of Request: \$ <u>6680.40</u>
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.

Provide helicopter services (passenger, sling-load + water bucket drops) for the duration of the fire.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.

Manuwa Airways is our normal helicopter contractor (IFB-DOFAW-11-#1) and is the only OAS certified pilot / helicopter on the island. According to DNR's Helicopter Policy, only OAS certified aircraft & pilots can be used unless none are available. If we called other companies, they would have to come from Maui or Kauai & we would pay an extra \$2000-3000 in ferry costs.

JUL 24 2013

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
Jay Hatayama *	DOFAW/Hi'o	974-4221	Jay.M.Hatayama@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

[Signature]

8/2/13

Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Approval is based on the department's determination that the fire created a threat to health, life and safety to users of the Muliwai Trail, to hunters in the area and threatened the native plant population. 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) at the time of payment 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 attach a current compliant HCE certificate with the invoice for payment.

If there are any questions, please contact Wendy Ebisui at 586-0563, or wendy.mo.ebisui@hawaii.gov.

Approved

Disapproved

No Action Required

[Signature] 8/2/2013
 Chief Procurement Officer Signature Date