



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: Transportation/Airports Division
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: 9/11/2013
2. After-the-Fact: [X] Yes [ ] No

3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.
See attached

4. Vendor/Contractor/Service Provider Name: American Electric
5. Amount of Request: \$ TBD upon troubleshooting

6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
American Electric was contracted to troubleshoot and repair the automatic transfer switch for the emergency generator. The switch must be repaired so the emergency generator will provide power to the airport's critical systems whenever there is a power outage. The fluctuating power being provided by the Big Island's utility company increases the urgency. The other alternative would be to have a maintenance person manning the switch 24/7 to turn it on during an outage and switch it off when power is restored.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
American Electric was chosen because the airport electricians were familiar with the company and the company worked with high voltage electrical systems and switches. They were able to send electricians to Hilo, from Oahu, the day after the event. The technician from GE, the equipment manufacturer, was not available until a later date. Able Electric, who is familiar with Hilo airport and its equipment from previous open end contracts and is located on Hawaii island, could not do anything more than what the airport electricians had done.

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              |
|-----------------|--------------------------|--------------|-----------------------------|
| Jason Nakayama* | Airports/Hawaii District | 808-961-9332 | jason.k.nakayama@hawaii.gov |
| Tiffinie Smith* | Airports/Hawaii District | 808-961-9304 | tiffinie.c.smith@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

SEP 27 2013

\_\_\_\_\_  
Date

**For Chief Procurement Officer Use Only**

Chief Procurement Officer (CPO) Comments:

Request is disapproved because the maintenance staff at the Hilo Airport restored the power manually. This event did not incur an emergency situation that created a threat to life, public health, welfare or safety. Request does not meet the requirement for an emergency procurement.

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

Approved

Disapproved

No Action Required

\_\_\_\_\_  
Chief Procurement Officer Signature

10/7/2013  
Date

On Sept. 11, 2013 during the hours of 2:30 am through 4:30 am testing was done on the emergency generator by airport maintenance staff. The automatic transfer switch would not reset properly. Power could not be restored from the generator back to normal power. Maintenance staff had to manually restore power. The trouble was that tie breaker one, the breaker that connects the generator to the airport's critical systems, would not operate properly and the emergency generator kept running in auto mode even when power was restored. The bigger problem is that the airport emergency electrical backup system would not switch on during a power outage. The generator would have to be switched on manually by properly trained airport maintenance staff. The problem has been exacerbated, and possibly even caused by, the fluctuating power provided by the Big Island's power utility, Hawaii Electric Light Company. This situation poses serious safety, security and operational issues for the airlines, airport employees, tenants and the traveling public. In the event of a power outage, there would be no lighting. This would pose a huge safety issue especially at night and in enclosed areas. The airlines and Transportation Security Administration (TSA) operation would have to revert to manual checking in of passengers and screening of bags and passengers. Travelers would experience flight delays and miss their connecting flights. The airport would be vulnerable to security breaches. Security cameras and access systems would be inoperable making it difficult to monitor the activities of anyone seeking access to secured areas. Radio communications and the public address system would be out of service causing safety issues for the airlines and the flying public. Support systems such as air conditioning and the loading bridges would not work adding to the inconvenience and frustration. This is a serious issue that needs to be corrected immediately to ensure the safety and security for all airport employees, tenants and the traveling public.