



**STATE PROCUREMENT OFFICE  
EMERGENCY PROCUREMENT**

13 SEP 25 P1:32

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Agriculture  
Name of Requesting Department

Pursuant to HRS § 103D-307 and HAR chapter 3-122, Subchapter 10, the Department requests approval for the following:

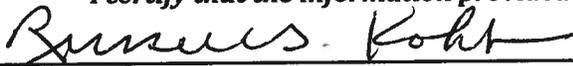
1. Date or period of Emergency: 20-Aug-13	2. After-the-Fact: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.</p> <p>An apparent leak from an underground irrigation water line, located on Kaulukanu St, Waimanalo, was observed on August 19, 2013. Water was seeping thru the street pavement and overflowing onto the adjacent grass shoulder. On August 20, 2013, the seepage rate increased so action was taken to identify and mitigate the problem. Delaying mitigation work could have led to catastrophic failure of the road and/or the waterline which could have jeopardized the safety of the driving public and/or the welfare of farmers who rely on the water to irrigate their crops.</p>	
<p>4. Vendor/Contractor/Service Provider Name:</p> <p>Royal Contracting Company, Ltd.</p>	<p>5. Amount of Request:</p> <p>\$ 3,708.00</p>
<p>6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.</p> <p>Royal Contracting Company provided construction equipment and manpower to locate, determine the cause, and repair the leak. Work included saw cutting of the existing pavement, excavating the area with a backhoe, hand digging to expose the leaking pipe, isolating the pipe, draining water from the pipe, removing the damaged segment of pipe, and installing a new piece of pipe with couplings. Upon repair, the area was backfilled, compacted, and the pavement was patched. The work was necessary to prevent further erosion problems from occurring. Continued leakage could have led to the formation of a cavity below the pavement resulting in a catastrophic failure of the road and/or waterline.</p>	
<p>7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.</p> <p>Royal Contracting Company was selected because they have an ongoing project in Waimanalo and would be able to start the emergency work within 4 hours. Another contractor currently doing work for the department in Waimanalo was also contacted. However, their project is near completion and they had demobilized their construction equipment from Waimanalo.</p>	

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
Glenn Okamoto*	Agricultural Resource	973-9436	glenn.m.okamoto@
	Management Divison		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

9/23/13  
 Date

**For Chief Procurement Officer Use Only**

Chief Procurement Officer (CPO) Comments:

Approval is granted based on the department's determination that the delay of work on the leak in the underground irrigation water line could have resulted in the formation of a cavity below the pavement resulting in failure of the road and/or waterline, jeopardizing the safety of the driving public and/or the welfare of farmers. 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. 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 Wendy Ebisui at 586-0563, or wendy.mo.ebisui@hawaii.gov.

Approved       Disapproved       No Action Required

  
 Chief Procurement Officer Signature      Date