



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

14 AUG -1 P3:46

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Health, Adult Mental Health Division, Hawaii State Hospital 07
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: 8/1/2014 to 1/31/2015	2. After-the-Fact: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
---	--

3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.
A contract modification to extend the time of performance of a contract for the provision of security services for the Adult Mental Health Division (AMHD), Hawaii State Hospital (HSH) cannot be executed because the vendor is not compliant on the Hawaii Compliance Express. Security services are required to be continued during the period when the procurement for a new vendor is being conducted. It will take approximately six months to prepare and issue a request for proposal (RFP) for security services, review proposals, award a contract, and execute a contract. Procurement will be done through the RFP process instead of the invitation for bid process so that factors besides cost can be considered in selecting a new vendor.

4. Vendor/Contractor/Service Provider Name: Star Protection Agency LLC	5. Amount of Request: \$ 515,862
---	-------------------------------------

6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
Security guard services are required at HSH to protect the safety of patients, staff, and the general public. The services are to include maintaining the hospital's perimeter security, displaying a presence on the interior of HSH's direct care units and treatment mall, monitoring HSH's security cameras, pursuing escapees on HSH grounds and the general vicinity of the campus, participating in "pat searches" of individuals suspected of having contraband items, and detaining and holding unauthorized visitors found either in the HSH buildings or on the grounds outside the buildings until appropriate law enforcement personnel arrive on the scene. Security services are critical to the safe functioning of the hospital and must function without interruption.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
The vendor was selected by asking offerors to the original procurement (Star Protection Agency LLC, G4S Secure Solutions USA, Inc., and American Guard Services, Inc.) and a company currently providing security services for the Department of Health (Global Protection Services) if they were willing and able to provide the security services. Star Protection Agency LLC was the only company to respond to our inquiry and provide a quote for the services.

10699

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
Anthony Fraiola *	AMHD/HSB	236-8232	anthony.fraiola@doh.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.

Linda Brown

Department Head Signature

8-1-2014

Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Request is returned with no action required as department has decided to withdraw their request for Emergency Procurement. If there are any questions, please contact Donn Tsuruda-Kashiwabara at 586-0565, or donna.tsuruda-kashiwabara@hawaii.gov.

Approved

Disapproved

No Action Required

Paul A. J. J.
for Chief Procurement Officer Signature

9/25/14

Date