

STATE PROCUREMENT OFFICE  
EMERGENCY PROCUREMENT

15 APR 13 08:46

TO: Chief Procurement Officer

ADMINISTRATION  
STATE PROCUREMENT OFFICE  
STATE OF HAWAII

FROM: HEALTH/ CDPHND- TB CONTROL BRANCH  
*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: 21-Mar-15 | 2. After-the-Fact: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
|---|--|

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

There was a flood of water from a "blown" fire sprinkler in the TB Control Branch's Chest Clinic causing water damage in the following areas: TB chest clinic lobby, nursing, pharmacy, x-ray, medical records, and survey areas. The amount of water damage places at risk both staff and public to mold. To address situation and minimize hazard program contacted vendor certified to deal with this type of clean-up.

|  |   |
|--|---|
| 4. Vendor/Contractor/Service Provider Name:<br>Hawaii DKI, LLC | 5. Amount of Request:<br>\$ <del>40,000.00</del><br>42,106.22 <i>date 5-11-15</i> |
|--|---|

6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.

The service that was utilized was water damage mitigation where commercial grade fans and humidifiers were brought in to dry out wet drywall area, 3/4" holes were bored into base board to speed drying process. To accomplish this base boards were removed and now need to be replaced in affected area. A third-party vendor was also brought in to assure area affected was thoroughly dry. This was done to prevent toxic types of mold or mildew that hazardous to individual health from developing due to wet environment to assure a safe and clean working environment to TB staff and the public coming to the TB clinic for care.

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

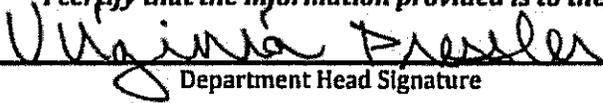
Due to incident occurring after normal work hours and on a weekend, program had to find vendor that was available and certified to do work required immediately to mitigate damage and mold/mildew from developing since the incident occurred after hours and on weekend.

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                |
|----------------|------------------------|--------------|-------------------------------|
| Trudy Murakami | CDPHND/ TB Control Br. | 832-3542     | trudy.murakami@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.

  
 Department Head Signature

APR 10 2015

Date

**For Chief Procurement Officer Use Only**

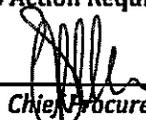
Chief Procurement Officer (CPO) Comments:

Approval is granted based on the department's determination that a prompt response to clean up water damage, inclusive of replacing baseboards at the TB Control Branch's chest clinic was necessary to prevent a potential threat to health and safety of the public, the patients, the department services and its staff. This request was submitted in a timely manner.

HRS section 103D-310(c) and HAR section 3-122-112 shall apply (i.e., vendor is required to provide proof of compliance), and the award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Donn Tsuruda-Kashiwabara at 586-0565, or donna.tsuruda-kashiwabara@hawaii.gov.

Approved       Disapproved       No Action Required

  
 Chief Procurement Officer Signature

5/13/15

Date