



STATE PROCUREMENT OFFICE  
EMERGENCY PROCUREMENT

15 AUG 31 A9:50

TO: Chief Procurement Officer

ADMINISTRATION  
STATE PROCUREMENT OFFICE  
STATE OF HAWAII

FROM: Land and Natural Resources

*Paul H. [Signature]*  
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: 8-1-15 to 8-20-15	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.  
Wildfire above Wahiawa Town. Homes were evacuated in Wahiawa and NCTAMS Military Housing (above Whitmore Village) and schools were closed due to this fire. Helicopters were needed to suppress this fire.

4. Vendor/Contractor/Service Provider Name: Pacific Helicopter Tours	5. Amount of Request: \$ 69,090.00
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.  
Helicopter services for fire suppression. All other vendors on existing contracts could not supply enough helicopters necessary for operations. Additionally, larger helicopters with larger water carrying capacity were required due to the thick vegetation and canopy above the fire. Larger sized water drops can penetrate through vegetation and not break up in the canopy.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.  
This company was one of two that could provide these services. Existing helicopter contract vendors did not have these resources and have exhausted all their resources. They could not provide helicopters because they were down for maintenance or did not have pilots to fly them.

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.)

<u>Name</u>	<u>Division/Agency</u>	<u>Phone Number</u>	<u>E-mail Address</u>
Ryan Peralta	DOFAW	973-9784	ryan.k.peralta@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.**

ras \_\_\_\_\_  \_\_\_\_\_ 8/28/15 \_\_\_\_\_  
Department Head Signature Date

**For Chief Procurement Officer Use Only**

Chief Procurement Officer (CPO) Comments:

Approval is granted based on the department's determination that immediate action was necessary to avoid serious damage to the natural resources of the forest above Wahiawa Town. This approval is contingent upon vendor being compliant with HRS §103D-310(c) and HAR §3-122-112 apply, the procuring officer shall verify compliance (i.e., vendor is required to provide proof of compliance and may use the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. When processing payment to vendor the department shall attach a current compliant HCE compliance certificate with the invoice for payment. Proof of compliance and the awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

Approved       Disapproved       No Action Required

\_\_\_\_\_ 8/4/15 \_\_\_\_\_  
Chief Procurement Officer Signature Date