



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

RECEIVED BY
STATE PROCUREMENT OFFICE
09/10/2015

TO: Chief Procurement Officer
FROM: Department of Land and Natural Resources - Land 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: 8/31/2015	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.
 A large Kamanī tree fell from State land across the shoreline sometime between the evening of 8/29 and the morning of 8/30. The tree was located on State land seaward of Uncle Billy's hotel on Banyan Drive (TMK: (3) 2-1-005:012). The tree fell toward the ocean and the top was being supported by a lava outcrop, but would be in the water at high tide. Due to Hurricane Ignacio passing the State and Hurricane Jimena approaching the State, forecasted storm surge, high surf and wind driven waves, provided an environment where the tree could quickly pose a marine debris hazard within the main shipping lanes of Hilo Harbor, should the storm surge carry the tree into open water. Further, the tree could also be pushed farther inland and cause damage to the hotel buildings and or property. This situation required immediate action pursuant to the Governor's Emergency Proclamation signed 8/28/2015. (Hilo, HI)

4. Vendor/Contractor/Service Provider Name: Tree Works, Inc.	5. Amount of Request: \$ 5,000.00
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
 The fallen tree was cut up and removed from the parcel the next morning. Overnight another tree had been washed up into the same area and was also removed as a preventative measure. Any debris left could become a marine debris hazard to the main shipping lanes of Hilo Harbor or the hotels located along the coast.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
 TreeWorks was selected because they had the equipment, manpower and expertise required and were available on short notice to perform the necessary work. Two other vendors were contacted but one could not perform the work on short notice and the other did not return the phone call.

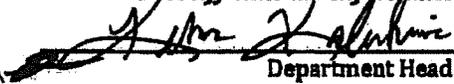
8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information.)

Name	Division/Agency	Phone Number	E-mail Address
Candace Martin*	Land/DLNR	(808)961-9594	Candace.m.martin@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

9/2/15
Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

No action required as the Governor issued an emergency proclamation on 8/28/2015 suspending Chapter 103D, Hawaii Public procurement code for the speedy and efficient relief of damages resulting from high winds, heavy rains, high surf, storm surge and flooding that threatened extensive damage to private and public properties throughout the entire State and impacting the counties of Hawaii, Maui, Kalawao, Kauai, and the City and County of Honolulu.

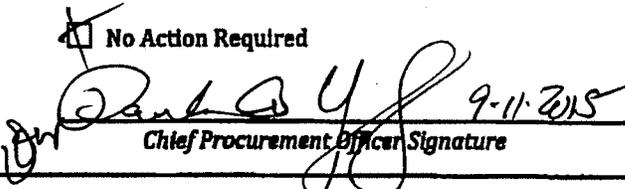
Department is reminded that HRS section 103D-310(c) and HAR section 3-122-112 shall apply (i.e., vendor is required to provide proof of compliance and may use the Hawaii Compliance Express), and the award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov.

Approved

Disapproved

No Action Required


Chief Procurement Officer Signature

9-11-2015
Date