



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

15 SEP -8 A7:42

TO: Chief Procurement Officer
FROM: DBEDT/Foreign-Trade Zone Division
Name of Requesting Department

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

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: 8/18/2015
2. After-the-Fact: [X] Yes [] No

3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.
The Foreign-Trade Zone's (FTZ) is a federally bonded warehouse overseen by the Department of Homeland Security and US Customs and Border Protection. To ensure the security of this facility, the FTZ maintains a contract with a qualified security guard service provider as required by US Customs regulations. On August 18, 2015, the FTZ was notified by the Tac-One Security, Inc. Chief Executive Officer, that it had fired its principal guard license holder for the State of Hawaii and could no longer, legally provide guard services in the state. This caused the Foreign-Trade Zone to be without the required guard services.

4. Vendor/Contractor/Service Provider Name: Global Protective Services, Inc.
5. Amount of Request: \$ 10,003.50/month

6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
Security guard services as required by the Department of Homeland Security and US Customs and Border Protection, to service the Foreign-Trade Zone No. 9 (FTZ) Pier 2 bonded warehouse/office facility. Guards are required on site from 6:45 AM to 4:15 PM with afterhours monitoring of the access control and CCV systems. Security guards ensure the stored merchandise is protected and is properly checked in and out of the Foreign-Trade Zone. The security guards also log and monitor all individuals and vehicles entering and exiting the warehouse as well as ensure the safety of tenants and patrons to the Pier 2 offices. Without security guard service, the FTZ would have needed to closed operations and could not provide services to the public causing hardship and loss of business to the FTZ's over 200 clients; most of which are small businesses.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
The vendor selected was the previous contract holder and had qualified personnell approved by US Customs to act as security guards for the FTZ9 facility. The vendor was also the second lowest bidder on the previous solicitation for guard services but lost the contract to Tac-One who bid a slightly lower price. The contract with Tac-One Security, Inc., had only been in place since June 30, 2015.

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
David Sikkink	Foreign-Trade Zone	808-587-5374	david.j.sikkink@ftz9.org

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.

Mary Alice Ewone

 for Department Head Signature

8-20-15

 Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Approval is granted for the period 8/18/15 to 10/18/15, or when a new contract is awarded, and is based on the department's determination that prompt response to provide security at The Foreign-Trade Zone warehouse was necessary to comply with Federal requirements and to ensure the safety and welfare of the public who enter the facility to conduct business on a daily basis. This request is submitted timely. HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to provide proof of compliance), and 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

[Signature]

 Chief Procurement Officer Signature *9/22/15*
 Date