



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

15 SEP 24 AM 11:27

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Land and Natrual Resources
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: 9/15/2015	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.
Two large logs are at the entrance to the Port Allen small boat harbor. Creating a hazard to navigation, if not removed immediately, it will block the ocean access of the harbor.

4. Vendor/Contractor/Service Provider Name: Aaron T. Hoff dba South Shore Lawn Service	5. Amount of Request: \$ 3,004.18
---	--------------------------------------

6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
Remove and dispose of the logs utilizing vessel(s). Access to the logs are from the water only. Vendor may use the ramp to gain access to the logs, and haul them out.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
called JR's Equipment and Paradise Bloom and received only voice mails. Aaron T. Hoff dba South Shore Lawn Service is availble upon demand.

EP16-015B

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
Joseph V. Borden <i>JVB</i>	Boating and Ocean Recreation	241-3111	joseph.v.borden@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.

[Signature]
Department Head Signature

9/17/15
Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Approval is granted based on the department's determination that the safety of boaters navigating the Port Allen small boat harbor were at risk without the removal of two large logs.

HRS Section 103D-310(c) and HAR section 3-122-112 shall apply (i.e., vendor is required to show proof of compliance and may use the Hawaii Compliance Express) and the award is required to be posted on the Awards Reporting System. Proof of compliance and the award posting are required to be documented in the procurement/contract file.

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

Approved Disapproved No Action Required

[Signature]
Chief Procurement Officer Signature

10/1/15
Date