

**STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT**

15 SEP 28 P12:49

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Agriculture
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: 11-Aug-15	2. After-the-Fact: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>10/11/2015 da</i>
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3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.
The emergency situation is the Government is unable to provide necessary services to Tenants of the Kahuku Ag Park. In this case, the Government isn't able to provide irrigation water, which is leading to crop damage. On August 6, 2015 our property manager was called out to the Ag Park because there was no water service. While accessing the problem the property manager noticed a fallen tree branch had taken down the signal wire. The signal wire runs from the pump house to the reservoir, and signals the pump to turn-on to refill the reservoir when the level is low. This reservoir is Kahuku farmers only source of water for their crops. Trees along its route must be cut down, before the wire can be restored. A clear path will prevent future disruptions from falling branches.

4. Vendor/Contractor/Service Provider Name: Hapa Landscaping LLC	5. Amount of Request: \$ \$16,350.00
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
Hapa Landscaping will cut trees and branches along the path of the cable.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
Hapa Landscaping was selected because they currently have a project with us and they were able to provide a quote and complete work in a timely manner, limiting disruption in service

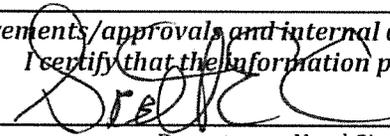
Kahuku Agricultural Park, Remove Trees at Reservoir Site, damaging the control wires

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
Gordon Chong *	Agricultural Resource	973-1123	gordon.w.chong@hawaii.gov
Glenn Okamoto	Agricultural Resource	973-9436	glenn.m.okamoto@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

9.25.15

 Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Approval is granted based on the department's determination that it was necessary to landscape the area around the pump house and reservoir before the pump's signal wire could be restored, thereby averting crop damage in the Kahuku Agriculture Park.

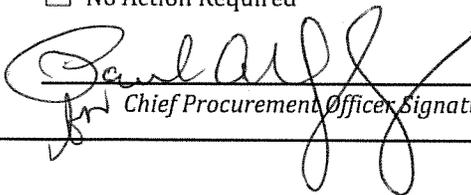
HRS Section 103D-310(c) and HAR section 3-122-112 shall apply (i.e., vendor is required to show proof of compliance and may use the Hawaii Compliance Express) and the award is required to be posted on the Awards Reporting System. Proof of compliance and the award posting are required to be documented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



 Chief Procurement Officer Signature

10.5.2015

 Date