



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

Received by
State Procurement Office
01/12/2016

TO: Chief Procurement Officer

FROM: Land and Natural Resources DOFAW *SSM*
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: December 21-24, 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.

This was a response to a wildfire on Makaha Ridge in the Puu Ka Pele Forest Reserve that burned approximately 5 acres. The area of the burn is located near a heavily used road that leads to the Makaha Ridge Tracking Station, also the upper Kokee area that is vital for recreation for both visitors and residents. The public's safety was compromised as the result of the fast moving fire that burned tall grass and trees. Rapid control of the wildfire was critically important to prevent its spread further into the adjacent commercial timber area in addition to the neighboring military station.

4. Vendor/Contractor/Service Provider Name: See attachment #1: Vendor List for Pine Forest Drive Arboretum Fire	5. Amount of Request: \$ \$12,001.82 <i>SSM</i> \$ 11,856.14 <i>1/19/16</i>
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.

Food vendors were used to provide meals and supplies for all firefighters involved. Equipment vendors were used to provide heavy equipment such as dozers and trailer tractors to transport the heavy equipment. The equipment vendors also provided operators for such heavy equipment and escort staff during transportation of said equipment.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.

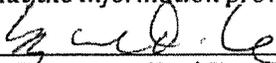
Availability and location of all listed vendors was of primary importance in the selection process because of the close proximity of their business to the fire operations.

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>
Patrick Porter	Forestry & Wildlife	808-274-3433	patrick.t.porter@hawaii.gov
Larry Marushige	Forestry & Wildlife	808-274-3433	larry.m.marushige@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

1/12/16

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 extinguish and contain the wildfire near a heavily used road and from spreading to adjacent areas utilized by visitors and residents. This approval is for the solicitation process only. Pursuant to HRS section 103D-310(c) and HAR section 3-122-112, the procuring officer shall verify compliance (i.e., vendor is required to provide proof of compliance and may use the Hawaii Compliance Express) for all contracts awarded, and the award is required to be posted on the Awards Reporting System. Copies of compliance and the awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Stanton Mato at 586-0566, or email stanton.d.mato@hawaii.gov.

Approved

Disapproved

No Action Required



Chief Procurement Officer Signature

1/21/16

Date

Attachment #1

VENDOR LIST FOR PINE FOREST DRIVE ARBORETUM FIRE
KI-15-0006
DECEMBER 21, 2015 TO DECEMBER 24, 2015

Category	Object Code	PO/other	Vendor	Amount
Equipment	7180	C61553	Waalani Enterprises LLC	\$10,775.64
Meals/Food	3350	C61554	Ishihara Market, Ltd.	\$158.08
Meals/Food	3300	C61555	Big Save Markets	\$507.42
Meals/Food	3350	C61556	MCS Grill	\$250.00
Meals/Food	3350	C61557	Subway Kauai West	\$165.00
			Total	\$11,856.14

Revised Amount
SAM

EP16-0425

VENDOR LIST FOR PINE FOREST DRIVE ARBORETUM FIRE

Attachment #1

KI-15-0006

DECEMBER 21, 2015 TO DECEMBER 24, 2015

Category	Object Code	PO/other	Vendor	Amount
Equipment	7180	C61553	Waalani Enterprises LLC	\$10,775.64
Meals/Food	3350	C61554	Ishihara Market, Ltd.	\$303.76
Meals/Food	3300	C61555	Big Save Markets	\$507.42
Meals/Food	3350	C61556	MCS Grill	\$250.00
Meals/Food	3350	C61557	Subway Kauai West	\$165.00
			Total	\$12,001.82

Funding Source: G-199-FIRE1615-480