

STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

Received by
State Procurement Office
04/12//2016

TO: Chief Procurement Officer

FROM: Land and Natural Resources
Name of Requesting Department

D&S

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: March 23, 2015 to March 25, 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 along Waimea Canyon Drive in the Na Pali Kona Forest Reserve that burned approximately 130 acres. The area of the burn is located along a heavily used road leading into the upper Kokee area that are vital for both visitors and residents. The public's safety was compromised as the result of the fast moving fire that burned tall grass, shrubbery, and trees. Rapid control of the wildfire was critically important to prevent its spread into the upper forest areas where native plants and wildlife could be endangered as well as the lower elevations where homes and buildings exist.

4. Vendor/Contractor/Service Provider Name: See attachment #1: Vendor List for Waimea Canyon Drive Fire	5. Amount of Request: \$ 16504.73
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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 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. Helicopter vendor provided reconnaissance support as well as water drops onto burn areas.

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

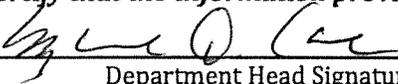
Availability and location of all listed vendors was of primary importance in the selection process because of the close proximity of their business to the fire operations.

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	808-274-3439	patrick.t.porter@hawaii.gov
Seanne Andrade	Forestry & Wildlife	808-241-3770	Seanne.n.andrade@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

4/7/16

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 respond to a wildfire along Waimea Canyon Drive in the Na Pali Kona Forest Reserve. Pursuant to HRS §103D-310(c) and HAR §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) and the award is required to be posted on the Awards Reporting System. Copies of compliance and the award posting are required to be documented in the procurement/contract file.

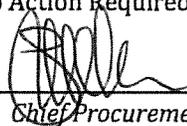
This request was submitted more than a year after the situation occurred. As a reminder, the department is advised that pursuant to HAR §3-122-90(a), request for chief procurement officer's approval of emergency procurements are required prior to the procurement or if time does not permit, **as soon as practicable thereafter**.

If there are any questions, please contact Stacey Kauleinamoku at 586-0571, or stacey.l.kauleinamoku@hawaii.gov.

Approved

Disapproved

No Action Required



Chief Procurement Officer Signature

4/27/16

Date