

STATE PROCUREMENT OFFICE  
EMERGENCY PROCUREMENT

16 MAY 24 P1:32

TO: Chief Procurement Officer  
FROM: Agribusiness Development Corporation  
*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: 12-Jan-16	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.  
The Agribusiness Development Corporation (ADC) manages approximately 12, 500 acres of agricultural land in Kekaha. The land includes irrigation and drainage ditches, unpaved access roadways and reservoirs. The Mana Reservoir is registered with the Department of Land and Natural Resources (DLNR) as Dam No. KA-0005. In a letter dated December 2, 2015 from DLNR to ADC, the DLNR alerted the ADC of "urgent concerns" and issued a "Notice of Dam Safety Deficiency" for immediate action. More specifically, the order was to "completely drain the reservoir and keep it in a fully drained condition within twenty (20) days of this notice." A field office facility is located directly downstream of the reservoir, which classified the dam as a high hazard potential structure.

4. Vendor/Contractor/Service Provider Name: Kekaha Agriculture Association	5. Amount of Request: \$ 29,200.00
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.  
The Kekaha Agriculture Association (KAA) is responsible for managing the Kekaha agricultural lands for the ADC. The KAA cleared and cleaned the reservoir's drain flow and not interfere with the areas present agricultural activities. Approximately 5000 linear feet of ditch cleaning required. Connect approximately 100 feet of 8 inch HDPE pipe to the reservoirs outlet valve to direct drain water into dismantled, moved and re-welded the existing Mana well water line and a new pipeline was aligned directly to the Mana reservoir outlet. Cut, dismantle, move and re-weld the wel water line. New pipeline alignment cleared directly to the outlet of the existing Mana reservoir where it services the filter station.

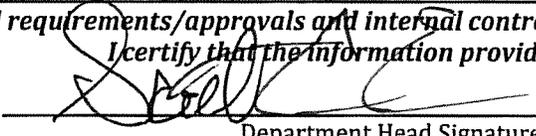
7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.  
Per approval of SPO-01, SS No. 08-013-J, the KAA as a sole source provider of operation and maintenance of 1) hydroelectric facilities, 2) Kekaha Ditch and Kokee Ditch; 3) extensive drainage canal system associated with Kawaietele and Nohili pumping station;; and 4) roadways. The KAA has the resources to respond to urgent and emergency situations in Kekaha. It was most advantageous for the ADC to call upon the KAA to urgently perform the drainage of Mana reservoir in a safe and efficient manner.

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
Lynn Owan	Agribusiness Dev Corp	586-0187	lynn.owan@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

5-19-16

Date

**For Chief Procurement Officer Use Only**

Chief Procurement Officer (CPO) Comments:

Approval is granted based on the understanding that the Dam Safety Deficiency jeopardized the lives of personnel at a field office facility located directly downstream of the reservoir and that immediate action was necessary to prevent dam failure. This request is submitted five months after the situation occurred.

In accordance with the Hawaii Administrative Rules (HAR) Chapter 3-122-90(a), the Agency is advised that request for Chief Procurement Officer approval of emergency procurements are required prior to the procurement or if time does not permit, as soon as practicable thereafter.

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

If there are any questions, please contact Carey Ann Sasaki at 586-0575, or careyann.r.sasaki@hawaii.gov.

Approved

Disapproved

No Action Required



Chief Procurement Officer Signature

6/17/16.

Date