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# STATE OF HAWAII REQUEST FOR EMERGENCY PROCUREMENT

TO: Chief Procurement Officer

FROM: HHSC, Hilo Medical Center, Maintenance  
(Department/Division/Agency)

Pursuant to §103D-307, HRS and Subchapter 10, Chapter 3-122, HAR, the Department requests approval for this emergency procurement.

Date: April 5, 2005	After the fact: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Nature of the Emergency: Monthly maintenance of HVAC system, et al., has not been performed as Hilo Medical Center is awaiting the completion of a systemwide HVAC contract. As such, HMC needs a stop-gap method of meeting monthly service requirements until the systemwide contract is put into place.	


Vendor: Oahu Air Conditioning Service, Inc. P.O. Box 17010 Honolulu, Hawaii 96817	Amount: NTE \$100,000.00
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Description of goods, services, or construction to be purchased:  
Preventive maintenance, inspection, repair, and exchange certification of the Hilo Medical Center Campus HVAC System, et al. (See attached Systems and Equipment List for detailed listing of equipment to be serviced)

Reason for Vendor Selection:  
Oahu Air Conditioning Service, Inc., has certified repair technicians for the equipment being serviced. In addition, they provided repair service on the above-mentioned items previously and have equipment available on island to effect the preventive maintenance of this refrigerant system. Oahu Air Conditioning Service, Inc., was chosen to provide the maintenance repairs described above as they are able to respond to our request for repair in a timely manner. Other vendors were unable to provide repairs at the hospital's convenience, jeopardizing the appropriate operation of our HVAC units. These services are being provided as an interim action while an RFP for Preventive Maintenance, Inspection and Repair Services for Hilo Medical Center's HVAC System, et al., is being processed by HHSC's Contracts Administration Department.

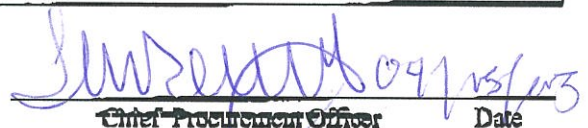
Direct questions to: Warren Okabayashi Phone: (808) 974-4773

I certify that the information provided above is, to the best of my knowledge, true and correct.

  
 Department Head or Designee Date  
Warren Okabayashi 4-5-05  
 Title (If other than Department Head)

Chief Procurement Officer's Comments:

APPROVED  DISAPPROVED

  
 Chief Procurement Officer Date  
 HHSC President & CEO 09/15/05

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**REQUEST FOR SOLE SOURCE (Cont.)**

How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:  
In order to adequately care for patients during transport, an ambulance is required with specially trained medical personnel who can manage the patient's medical condition while en route. No firm in Hilo other than American Medical Response has the resources, assets, specialized knowledge or manpower to provide this service at this time.

The following other possible sources for the goods, services, or construction were investigated but do not meet our needs because:

There are no other known vendors that provide ambulance services for Hawaii Island.

Direct questions to: Julie-Beth Aho Julie-Beth Aho, Director of Clinical Support Services Phone: (808) 974-4734

*I certify that the information provided above is to the best of my knowledge, true, correct and that the goods, services, or construction are available through only one source.*

[Signature] 4-14-05  
Department Head or Designee Date  
East Hawaii Region CEO  
Title (If other than Department Head)

Chief Procurement Officer's comments:

Please ensure adherence to applicable administrative and statutory requirements.

Expenditure may be processed through a purchase order: Yes  No . If no, a contract must be executed and funds certified.

APPROVED  DISAPPROVED

[Signature] 04/15/05  
HHS Chief Procurement Officer Date