



**STATE PROCUREMENT OFFICE
NOTICE OF REQUEST TO AMEND AN EXEMPTION
FROM HRS CHAPTER 103D CONTRACT**

TO: Chief Procurement Officer

FROM: Environmental Management (Wastewater Reclamation Division)
Name of Requesting Department

Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:

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| 1. SPO-007, Exemption Reference (PE) Number: 23-8 |
| 2. Vendor/Contractor/Service Provider Name: Paul Y. Morioka |

<p>3. Describe the goods and/or services:</p> <p>WWRD requests the extending the current contract of Paul Morioka for the purposes of training the future Pretreatment Coordinator and Construction Inspector (vacant positions that are under recruitment). In addition until the positions are filled he will perform/assist with annual grease interceptor inspections at all licensed food establishments, perform/assist with construction inspections for various building/plumbing/miscellaneous permits and certificate of occupancies, inputting inspection reports into MAPPS system, perform/assist with grease interceptor core tests and grab samples, review construction plans and calculations for various permits.</p> <p>Note that all inspections/functions are necessary to ensure project compliance with Maui County Code Title 14 Article 2 - Wastewater</p>

<p>4. Explain in detail what is being amended:</p> <p>The timeframe for assistance to perform services and train future hired staff is being extended for 1 year.</p>

5. Amended contract price for this request: \$ <u>50,000.00 (additional)</u>
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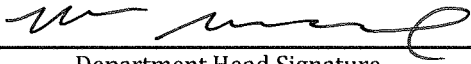
<p>6. Explain in detail why the amendment(s) are necessary:</p> <p>A vacancy remains in the Pretreatment Coordinator position and recently the Construction Inspector position also became vacant. Recruitment is underway but there have been no recent applicants. The Division is responsible to continue to provide review and inspection services and needs this assistance in order to keep up with its workload until qualified applicants are hired.</p>
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7. 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	Email address
Scott Rollins*	WWRD	808-270-7427	scott.rollins@co.maui.hi.us
Derek Takahashi	WWRD	808-270-1673	derek.takahashi@co.maui.hi.us

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

2/10/23

Date

For Chief Procurement Officer Use Only

Date Notice Posted:

2/17/23

Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

~~state-procurement.office@hawaii.gov~~ jared.masuda@co.maui.hi.us

Chief Procurement Officer (CPO) Comments:

Approved Disapproved No Action Required



Chief Procurement Officer

2/22/23
Date