

DAVID Y. IGE
GOVERNOR




SARAH ALLEN
ADMINISTRATOR

**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

P.O. Box 119
Honolulu, Hawaii 96810-0119
Tel: (808) 587-4700
email: state.procurement.office@hawaii.gov
<http://spo.hawaii.gov>

January 7, 2015

TO: Executive Departments/Agencies
(Excludes Department of Education [DOE] and their Charter Schools, Hawaii Health Systems Corporation [HHSC] and their Regional System Boards and Hospitals, Office of Hawaiian Affairs [OHA] and University of Hawaii [UH])

FROM: Sarah Allen
Administrator 

SUBJECT: **Change No. 3**
SPO Vendor List Contract No. 11-08
BREAST PUMPS AND RELATED ACCESSORIES - STATEWIDE
WSCA Contract No. 01910
Expires: January 17, 2016

The following changes are made to the vendor list contract:

- Contract has been extended through January 17, 2016.
- Update Point of Contact information for the Executive Jurisdiction.
- Remove Ameda from the vendor list contract.
- The State Procurement Office home page URL is changed to <http://spo.hawaii.gov>.

The current vendor list contract incorporating Change No. 3 is available on the SPO website: <http://spo.hawaii.gov>; click on *Price & Vendor List Contracts* on the home page.

If you have any questions, please contact Bonnie Kahakui at 587-4702, bonnie.a.kahakui@hawaii.gov.

**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

SPO Vendor List Contract No. 11-08

Includes Change Nos. 3
Revised: January 7, 2014

**WSCA-NASPO
BREAST PUMPS AND RELATED ACCESSORIES - STATEWIDE**

(WSCA Contract No. 01910)
July 26, 2011 to January 17, 2016

INFORMATION ON WSCA-NASPO

The State of Hawaii is a member of the Western States Contracting Alliance (WSCA) - National Association of State Procurement Officials (NASPO). WSCA-NASPO is a cooperative group-contracting consortium for state government departments, institutions of higher education, agencies and political subdivisions (e.g. colleges, school districts, counties, cities, etc.) for the 50 states, the District of Columbia and the organized US territories. WSCA-NASPO seeks to achieve price discounts by combining the requirements of multi-state governmental agencies, and cost-effective and efficient acquisition of quality products and services.

The State of Washington is the current lead agency and contract administrator for the WSCA Breast Pumps and Related Accessories contract. A request for competitive sealed proposals was issued on behalf of WSCA and contracts were awarded to three qualified Contractors. The State of Hawaii has signed Participating Addenda with one Contractor.

The Breast Pump and Related Accessories contract facilitates the as-needed purchase of Manual and Electric Breast Pumps, Double Pumping Kits, and related accessories.

For additional information on this contract, visit the WSCA-NASPO website at www.aboutwsca.org.



PARTICIPATING JURISDICTIONS listed below are authorized to utilize this vendor list contract.

- Executive Departments/Agencies (Excludes DOE and their Charter Schools, HHSC and their Regional System Boards and Hospitals, OHA and UH)

The participating jurisdictions are not required buy may purchase from this vendor list contract, and requests for exception from the contract is not required. Participating jurisdictions are allowed to purchase from other contractors; however, HRS chapter 103D, and the procurement rules apply to purchases by using the applicable method of procurement and its procedures, such as small purchases or competitive sealed bidding. The decision to use this contract or to solicit pricing from other sources is at the discretion of the participating jurisdiction.

POINTS OF CONTACT. Questions regarding the products listed, ordering, pricing, and status should be directed to the contractor(s).

Procurement questions or concerns may be directed as follows:

Jurisdiction	Name	Phone	Fax	E-mail
Executive (Excludes DOE and their Charter Schools, HHSC and their Regional System Boards and Hospitals, OHA and UH)	Bonnie Kahakui	587-4702	586-0570	bonnie.a.kahakui@hawaii.gov

USE OF THIS VENDOR LIST CONTRACT BY NONPROFIT ORGANIZATIONS. Pursuant to HRS §103D-804, nonprofit organizations with current purchase of service contracts (HRS Chapter 103F) have been invited to participate in the SPO price & vendor lists contracts.

A listing of these nonprofit organizations is available at the SPO website: <http://spo.hawaii.gov>. Click on "For Vendors" > "Non-Profits" > "Cooperative Purchasing Program" > "View the list of qualifying nonprofits eligible to participate in cooperative purchasing."

If a nonprofit wishes to purchase from a SPO price or vendor list contract, the nonprofit must obtain approval from each Contractor, i.e., participation must be mutually agreed upon. A Contractor may choose to deny participation by a nonprofit. Provided, however, if a nonprofit and Contractor mutually agree to this arrangement, it is understood that the nonprofit will retain its right to purchase from other than a SPO price or vendor list Contractor(s).

VENDORS. The following contractor is authorized to provide Breast Pumps and Related Services. They have signed a Master Agreement with the State of Washington and a Participating Addendum with the State Procurement Office in Hawaii.

Medela, Inc.

Business Address:
1101 Corporate Drive
McHenry, IL 60050-7005

Remittance Address:
38789 Eagle Way
Chicago, IL 60678-1387

Order Placement:

Contact: Bonnie Voigt
Phone: (815) 578-2459
Fax: (815) 759-2459
Email: bonnie.voigt@medela.com

Repairs:

Contact: Customer Service
Phone: (800) 435-8316
Fax: (800) 995-7867

Pump Cleanings: Contractor is required to provide a minimum of 100 free pump cleanings (due to insect infestation) annually to each participating state. Additional cleanings will be charged a fee of \$60 per pump.

Website: www.medela.com

Shipping: 8%

VENDOR CODES for annotation on purchase orders are obtainable from the “Alphabetical Vendor Edit Table Report” available at your department’s fiscal office. Agencies are cautioned that the remittance address on an invoice may be different from the address of the vendor code annotated on the purchase order. Therefore, when processing an invoice for payment, be sure that the correct vendor code is used.

COMPLIANCE. Prior to awarding a contract, the SPO verified compliance of the contractor with all laws governing entities doing business in the State pursuant to HRS §103D-310(c), and SPO will monitor compliance throughout the term of the contract via Hawaii Compliance Express (HCE). Therefore, purchasing agencies are not required to verify compliance prior to using a SPO Price or Vendor List Contract.

PURCHASING CARD (pCard). The State of Hawaii Purchasing Card (pCard) is required to be used by the Executive department/agencies for orders totaling less than \$2,500. For purchases \$2,500 or more, agencies may use the pCard, subject to its credit limit, or issue a purchase order.

PURCHASE ORDERS may be issued for purchases \$2,500 or more; and for vendors who either do not accept the pCard, set minimum order requirements before accepting the pCard for payment, or charge its customers a transaction fee for the usage.

SPO VL Contract No. 11-08 AND MASTER AGREEMENT NO. 01910 shall be typed on purchase orders issued against this vendor list contract. For pCard purchases, the SPO VL Contract No. 11-08 and Master Agreement No. 01910 shall be notated on the appropriate transaction document.

PAYMENTS are to be made to the Contractor(s) remittance address. HRS §103-10, provides that the State shall have thirty (30) calendar days after receipt of invoice or satisfactory completion of contract to make payment. Payments may also be made via pCard.

VENDOR AND PRODUCT EVALUATION form SPO-012, for the purpose of addressing concerns on this vendor list contract, is available to the agencies at the SPO website: <http://spo.hawaii.gov>. Click on *Forms* on the home page.

PRICE OR VENDOR LIST CONTRACT AVAILABLE ON THE INTERNET at the SPO website: <http://spo.hawaii.gov>. Click on *Price & Vendor List Contracts* on the home page.