

LINDA LINGLE
GOVERNOR



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February 27, 2006

PROCUREMENT CIRCULAR NO. 2006-01, Amendment 1

TO: Executive Department Heads
FROM: Aaron S. Fujioka, Administrator 
SUBJECT: Reporting of Awards Pursuant to Chapter 103D, HRS
(Procurement Reporting System)

Effective March 20, 2006, State agencies shall post award information on the Procurement Reporting System (PRS) at <http://www.spo.hawaii.gov>, the State Procurement Office (SPO) homepage. Agencies are required to post all previous awards as of January 23, 2006, in accordance with Executive Memorandum 06-01. A copy of the EM 06-01 is attached for reference.

Training on the PRS is scheduled for March 6 and 7, 2006 at 9:00 am and 11:00 am in the Kalanimoku Building, 1151 Punchbowl Street, Rooms 322A and 322B. Space is limited, therefore agencies should be selective when determining who should attend. Registration for the training sessions is on-line at www.spo.hawaii.gov, click on the "PRS Workshop Registration" link. As sessions are filled, overflow attendees will be notified by e-mail that they have been registered for the next available session.

A PRS handbook with detailed procedures and instructions will be distributed at the training sessions.

If you have any questions, please call me at 587-4700 or your staff may contact Colin Tanaka at 586-0558. Thank you for your cooperation.

attachment

c: Chief Procurement Officers



EXECUTIVE CHAMBERS
HONOLULU

LINDA LINGLE
GOVERNOR

January 20, 2006

EXECUTIVE MEMORANDUM

MEMO NO. 06-01

TO: Executive Department Heads

SUBJECT: Transparency in Procurement

Effective January 23, 2006, I am requiring that all Executive Department Heads ensure that all procurements by agencies under their control that are subject to the Hawaii Public Procurement Code, Section 103D, HRS, demonstrate that their procurement of goods, services, and construction are subject to full and open competition. Departments shall fulfill this requirement by posting information on the following types of procurement on the State Procurement Office website at www.spo.hawaii.gov.

Section 103D-302, HRS	Competitive Sealed Bid (IFB) Awards
Section 103D-303, HRS	Competitive Sealed Proposal (RFP) Awards
Section 103D-305, HRS	Small Purchase Awards Between \$15,000 - \$25,000
Section 103D-102, HRS	Exempt Awards

These postings will greatly increase transparency in State procurement far beyond awards under Section 103D-304, HRS, for Professional Services which are required to be posted by law.

Instructions for posting are on the State Procurement Office website in the "Procurement Reporting System Handbook." I support and am requiring full compliance with procedures described in Procurement Circular No. 2006-01, which will be issued shortly.

Please call Russ Saito at 586-0400 if you have any questions. At the Cabinet Level, Russ is helping to lead our efforts to improve trust in government and the procurement process.

A handwritten signature in black ink, appearing to read "Linda Lingle".

LINDA LINGLE