



**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

July 15, 2015

TO: Executive Departments/Agencies City and County of Honolulu
Department of Education Honolulu City Council
(Excludes Charter Schools) Honolulu Board of Water Supply
Hawaii Health Systems Corporation Honolulu Authority for Rapid Transportation
Office of Hawaiian Affairs County of Hawaii
University of Hawaii Hawaii County Council
House of Representatives County of Hawaii – Dept. of Water Supply
Senate County of Maui
Judiciary Maui County Council
County of Maui – Department of Water Supply
County of Kauai
Kauai County Council
County of Kauai – Department of Water

FROM: Sarah Allen, Administrator

SUBJECT: **Change No. 7**

SPO Vendor List Contract No. 11-03

LABORATORY EQUIPMENT AND SUPPLIES - STATEWIDE

NASPO VALUEPOINT Contract No. SBPO1336 - SBPO1337

Expires: December 31, 2015

The following changes have been made to the vendor list contract:

1. The contract has been extended to December 31, 2015.
2. The point of contact information for the Executive Departments/Agencies has been updated.
3. The vendor compliance language has changed:

From: **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 utilizing a SPO Price or Vendor List Contract.

To: **COMPLIANCE PURSUANT TO HRS §103D-310(c).** Prior to awarding this contract, the SPO verified compliance of the Contractor(s) named in the SPO Price or Vendor List Contract No. 11-03, but the SPO shall not monitor compliance throughout the term of performance. Therefore, purchasing agencies are required to verify compliance prior to issuing a contract, purchase order or pCard payment when utilizing this contract.

4. NASPO ValuePoint is the new cooperative agreement name.

The contract 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 Shawn Richey at (808) 586-0577 or email shawn.l.richey@hawaii.gov.

**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

SPO Vendor List Contract No. 11-03
Includes Change No. 7
Revised 7/2/2015

**NASPO VALUEPOINT
LABORATORY EQUIPMENT AND SUPPLIES**

(NASPO Contract No. SBPO1337 – VWR International, LLC)
(NASPO Contract No. SBPO1336 – Fisher Scientific Company, LLC)
November 22, 2010 to December 31, 2015

INFORMATION ON NASPO VALUEPOINT

The NASPO ValuePoint Cooperative Purchasing Organization is a multi-state contracting consortium of state governments, including local governments, of which the State of Hawaii is a member. The NASPO ValuePoint Purchasing Organization 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 Idaho is the current lead agency and contract administrator for the NASPO ValuePoint Laboratory Equipment and Supplies contract. A request for competitive sealed proposals was issued on behalf of NASPO ValuePoint Cooperative Purchasing Organization, LLC and contracts were awarded to two qualified Contractors. The State of Hawaii has signed a Participating Addendum with both Contractors.

The Laboratory Equipment and Supplies contract provides full line catalog of laboratory equipment and supplies exclusive of items with a unit price, after discount, in excess of \$75,000 and equipment and supplies which may be included in a Contractor's catalog, but which are not specifically designed or intended for laboratory use (e.g., reception chairs, couches, coffee tables, general office equipment, etc.).

For additional information on this contract, visit the NASPO ValuePoint website at www.naspovaluepoint.com.



PARTICIPATING JURISDICTIONS listed below have signed a cooperative agreement and/or a memorandum of agreement with the SPO and are authorized to utilize this vendor list contract.

Executive Departments/Agencies	City and County of Honolulu (C&C Honolulu)
Department of Education (DOE)	Honolulu City Council
(Excludes Charter Schools)	Honolulu Board of Water Supply
Hawaii Health Systems Corporation (HHSC)	Honolulu Authority for Rapid Transportation (HART)
Office of Hawaiian Affairs (OHA)	County of Hawaii
University of Hawaii (UH)	Hawaii County Council
House of Representatives (House)	County of Hawaii – Department of Water Supply
Senate	County of Maui
Judiciary	Maui County Council
	County of Maui – Department of Water Supply
	County of Kauai
	Kauai County Council
	County of Kauai – Department of Water

The participating jurisdictions are not required, but may purchase from this vendor list contract, and requests for exception from the contract are not required. Participating jurisdictions are allowed to purchase from other contractors, however, HRS chapter 103D and the procurement rules apply to purchases using the applicable procurement method and its procedures, such as small purchases or competitive sealed bidding. The decision to use this contract or to solicit pricing from other sources will be 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	Shawn Richey	586-0577	586-0570	shawn.l.richey@hawaii.gov
DOE (Excludes Charter Schools)	Procurement Staff	675-0130	675-0133	DOEProcure@notes.k12.hi.us
HHSC	Joe Evanoff	733-4168	733-4460	jevanoff@hhsc.org
OHA	Phyllis Ono-Evangelista	594-1833	594-1865	phylliso@oha.org
UH	Matthew Chow (Primary) Karlee Hisashima	956-2765 956-8687	956-2096 956-2093	chowmatt@hawaii.edu karlee@hawaii.edu
House	Brian Takeshita	586-6423	586-6401	takeshita@capitol.hawaii.gov
Senate	Carol Taniguchi	586-6720	586-6719	c.taniguchi@capitol.hawaii.gov
Judiciary	Tritia Cruz	538-5805	538-5802	tritia.l.cruz@courts.hawaii.gov
C&C of Honolulu	Procurement Specialist	768-5535	768-3299	bfspurchasing@honolulu.gov

Jurisdiction	Name	Phone	FAX	E-mail
Honolulu City Council	Clayton Wong	768-5084	768-5011	cwong@honolulu.gov
Honolulu Board of Water Supply	Vicki Kitajima	748-5151	550-9193	ykitajima@hbws.org
HART	Nicole Chapman	768-6135	768-5110	nchapman@honolulu.gov
County of Hawaii	Jeffrey Dansdill	961-8440	961-8248	jdansdill@co.hawaii.hi.us
Hawaii County Council	Jeffrey Dansdill	961-8440	961-8248	jdansdill@co.hawaii.hi.us
County of Hawaii- Department of Water Supply	Ka'iulani Matsumoto	961-8050 ext.224	961-8657	kmatsumoto@hawaiiidws.org
County of Maui	Greg King	249-2403	249-0839	greg.king@co.maui.hi.us
Maui County Council	Ross Izumigawa	270-7661	270-7686	ross.izumigawa@mauicounty.us
County of Maui- Department of Water Supply	Kenneth L. Bissen Holly Perdido	270-7684 270-7684	270-7136 270-7136	ken.bissen@co.maui.hi.us holly.perdido@co.maui.hi.us
County of Kauai	Florence Kakuda	241-4294	241-6297	fkakuda@kauai.gov
Kauai County Council	Lisa Ishibashi Scott Sato	241-4820 241-4810	241-6349 241-6349	lishibashi@kauai.gov ssato@kauai.gov
County of Kauai- Department of Water	Fay Tateishi	245-5423	245-5813	ftateishi@kauaiwater.org

USE OF PRICE & 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 and vendor list 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 an SPO price or vendor list contract, the nonprofit must obtain approval from each Contractor (participation must be mutually agreed upon, for example). A Contractor may choose to deny participation by a nonprofit. 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 an SPO price list contract vendor(s).

VENDORS. The following vendors are authorized to provide Laboratory Equipment and Supplies. They have signed a Master Agreement with the State of Idaho and a Participating Addendum with the Hawaii State Procurement Office.

Fisher Scientific Company, LLC

Business Address:
300 Industry Drive
Pittsburgh, PA 15275

Remittance Address:
Fisher Scientific Company LLC
File # 50129
Los Angeles, CA 90074-0129

Contact person: Eric Van Denburg
Email: eric.vandenburg@thermofisher.com

Phone: (949) 842-9685

(DOE/UH) Contact: Kim Wilk
Email: kim.wilk@thermofisher.com

Phone: (630) 259-4756

Ordering Questions: Customer Service

Phone: 1-800-766-7000
Fax: 1-800-926-1166

Website: www.fishersci.com
Min. Order: \$50.00
Fuel Surcharge: Possible when diesel over \$3.69/gal.

VWR International, LLC

Business Address:
1050 Satellite Blvd NW
Suwanee, GA 30024

Remittance Address:
P.O. Box 640169
Pittsburgh, PA 15264-0169

Contact person: Ashween Ranmessur
Email: ashween.ranmessur@vwr.com

Phone: (484) 525-0942
Fax: (610) 728-2528

(DA/UH) Contact: Schel Leatherman
Email: kim.wilk@thermofisher.com

Phone: (808) 224-6872

Ordering Questions: Government Customer Service
Email: customerservice@vwr.com

Phone: 1-877-881-1196
Fax: (610) 728-2283

Website: www.vwr.com
Shipping: 8% of Net Price

VENDOR CODES for annotation on purchase orders are obtainable from the *Alphabetical Vendor Edit Table* 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.

COMPLIANCE PURSUANT TO HRS §103D-310(c). Prior to awarding this contract, the SPO verified compliance of the Contractor(s) named in the SPO Vendor List Contract No. 12-13, but the SPO shall not monitor compliance throughout the term of performance. Therefore, purchasing

agencies are required to verify compliance prior to issuing a contract, purchase order or pCard payment when utilizing this contract.

PURCHASING CARD (pCard). The State of Hawaii Purchasing Card (pCard) is required to be used by the Executive department/agencies, excluding the DOE, HHSC, OHA, and UH, for orders totaling less than \$2,500. For purchases of \$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 of \$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 who charge its customers a transaction fee for the usage.

SPO VL Contract No. 11-03 AND MASTER AGREEMENT NO. SBPO1337 (VWR) OR SBPO1336 (Fisher Scientific) will be typed on purchase orders issued against this vendor list contract. For pCard purchases, the SPO VL Contract No. 11-03 and Master Agreement No. SBPO1337 (VWR) or SBPO1336 (Fisher) shall be notated on the appropriate transaction document.

PAYMENTS are to be made to the remittance address of the Contractor(s). HRS §103-10, HRS, 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, Evaluation: Vendor or Product, for the purpose of addressing concerns on this vendor list contract, is available to 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.

HOW TO USE THIS VENDOR LIST CONTRACT:

1. Contact **BOTH** vendors for quotes. Vendor contact information is located on pages 3 and 4. Agencies are encouraged to consolidate orders.
2. Choose the option that works best for your agency's situation.
3. Keep quotes in the procurement file.

WHAT IS INCLUDED IN THIS VENDOR LIST CONTRACT:

1. Full Line Catalog of Laboratory Equipment and Supplies.
2. Items costing \$75,000 or less per item after discount is applied.

WHAT IS EXCLUDED IN THIS VENDOR LIST CONTRACT:

1. Items costing in excess of \$75,000 after discount.
2. Items included in the Catalog(s) which are not specifically designed or intended for laboratory use (e.g., reception chairs, couches, coffee tables, general office equipment).