

DAVID Y. IGE  
GOVERNOR



SARAH ALLEN  
ADMINISTRATOR  
PAULA A. YOUNGLING  
ASSISTANT 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](mailto:state.procurement.office@hawaii.gov)  
<http://spo.hawaii.gov>

February 1, 2016

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 – 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

FROM: Sarah Allen, Administrator

SUBJECT: **Change No. 9**

SPO Vendor List Contract No. 11-03

**LABORATORY EQUIPMENT AND SUPPLIES – STATEWIDE**

NASPO VALUEPOINT Contract NO. SBPO1336 – SBPO1337

**Expires: March 31, 2016**

The following change has been made to the vendor list contract:

The point of contact information for Executive Department/Agencies has been updated.

The current vendor list contract incorporating Change No. 9 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 Lori Cervantes at (808) 586-0563 or email [lori.m.cervantes@hawaii.gov](mailto:lori.m.cervantes@hawaii.gov).

**STATE OF HAWAII  
STATE PROCUREMENT OFFICE**

**SPO Vendor List Contract No. 11-03**  
Includes Change No. 9  
Revised 01/27/2016

**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 March 31, 2016**

**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. 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 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 website at <http://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 this 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 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 will be at the discretion of the participating jurisdiction.

Procurement questions or concerns may be directed as follows:

Jurisdiction	Name	Phone	FAX	E-mail
Executive	Lori Cervantes	586-0563	586-0570	<a href="mailto:lori.m.cervantes@hawaii.gov">lori.m.cervantes@hawaii.gov</a>
DOE (Excludes Charter Schools)	Procurement Staff	675-0130	675-0133	<a href="mailto:DOEProcure@notes.k12.hi.us">DOEProcure@notes.k12.hi.us</a>
HHSC	Joe Evanoff	733-4168	733-4460	<a href="mailto:jevanoff@hhsc.org">jevanoff@hhsc.org</a>
OHA	Phyllis Ono-Evangelista	594-1833	594-1865	<a href="mailto:phylliso@oha.org">phylliso@oha.org</a>
UH	Matthew Chow (Primary) Karlee Hisashima	956-2765 956-8687	956-2096 956-2093	<a href="mailto:chowmatt@hawaii.edu">chowmatt@hawaii.edu</a> <a href="mailto:karlee@hawaii.edu">karlee@hawaii.edu</a>
House	Brian Takeshita	586-6423	586-6401	<a href="mailto:takeshita@capitol.hawaii.gov">takeshita@capitol.hawaii.gov</a>
Senate	Carol Taniguchi	586-6720	586-6719	<a href="mailto:c.taniguchi@capitol.hawaii.gov">c.taniguchi@capitol.hawaii.gov</a>
Judiciary	Tritia Cruz	538-5805	538-5802	<a href="mailto:tritia.l.cruz@courts.hawaii.gov">tritia.l.cruz@courts.hawaii.gov</a>
C&C of Honolulu	Procurement Specialist	768-5535	768-3299	<a href="mailto:bfspurchasing@honolulu.gov">bfspurchasing@honolulu.gov</a>
Honolulu City Council	Clayton Wong	768-5084	768-5011	<a href="mailto:cwong@honolulu.gov">cwong@honolulu.gov</a>
Honolulu Board of Water Supply	Vicki Kitajima	748-5151	550-9193	<a href="mailto:vkitajima@hbws.org">vkitajima@hbws.org</a>
HART	Nicole Chapman	768-6135	768-5110	<a href="mailto:nchapman@honolulu.gov">nchapman@honolulu.gov</a>

Jurisdiction	Name	Phone	FAX	E-mail
County of Hawaii	Jeffrey Dansdill	961-8440	961-8248	<a href="mailto:jdansdill@co.hawaii.hi.us">jdansdill@co.hawaii.hi.us</a>
Hawaii County Council	Jeffrey Dansdill	961-8440	961-8248	<a href="mailto:jdansdill@co.hawaii.hi.us">jdansdill@co.hawaii.hi.us</a>
County of Hawaii- Department of Water Supply	Ka'iulani Matsumoto	961-8050 ext.224	961-8657	<a href="mailto:kmatsumoto@hawaiiidws.org">kmatsumoto@hawaiiidws.org</a>
County of Maui	Greg King	249-2403	249-0839	<a href="mailto:greg.king@co.maui.hi.us">greg.king@co.maui.hi.us</a>
Maui County Council	Ross Izumigawa	270-7661	270-7686	<a href="mailto:ross.izumigawa@mauicounty.us">ross.izumigawa@mauicounty.us</a>
County of Maui- Department of Water Supply	Kenneth L. Bissen Holly Perdido	270-7684 270-7684	270-7136 270-7136	<a href="mailto:ken.bissen@co.maui.hi.us">ken.bissen@co.maui.hi.us</a> <a href="mailto:holly.perdido@co.maui.hi.us">holly.perdido@co.maui.hi.us</a>
County of Kauai	Florence Kakuda	241-4294	241-6297	<a href="mailto:fkakuda@kauai.gov">fkakuda@kauai.gov</a>
Kauai County Council	Lisa Ishibashi Scott Sato	241-4820 241-4810	241-6349 241-6349	<a href="mailto:lishibashi@kauai.gov">lishibashi@kauai.gov</a> <a href="mailto:ssato@kauai.gov">ssato@kauai.gov</a>
County of Kauai- Department of Water	Fay Tateishi	245-5423	245-5813	<a href="mailto:ftateishi@kauaiwater.org">ftateishi@kauaiwater.org</a>

**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 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 State Procurement Office in Hawaii.

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**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                      Phone: (949) 842-9685  
Email: Eric.vandenburg@thermofisher.com

(DOE/UH) Contact: Kim Wilk                      Phone: (630) 259-4756  
Email: [Kim.wilk@thermofisher.com](mailto:Kim.wilk@thermofisher.com)

Ordering Questions: Customer Service                      Phone: 1-800-766-7000  
Fax: 1-800-926-1166

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

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**VWR International, LLC.**

<u>Business Address:</u> 100 Matsonford Road, Suite 200 Radnor, PA 19087	<u>Remittance Address:</u> P.O. Box 640169 Pittsburgh, PA 15264-0169
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Contact person: Matt Miles                      Phone: (856) 241-5743  
Email: [government@vwr.com](mailto:government@vwr.com)                      Fax: (484) 881-6596

(DA/UH) Contact: Schel Leatherman                      Phone: (808) 224-6872  
Email: [schel\\_leatherman@vwr.com](mailto:schel_leatherman@vwr.com)

Ordering Questions: Government Customer Service                      Phone: 1-877-881-1196  
Email: [government\\_customerservice@vwr.com](mailto:government_customerservice@vwr.com)                      Fax: (610) 728-2283

Website: [www.vwr.com](http://www.vwr.com)  
Shipping: 8% of Net Price

**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.

**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 \$2500. For purchases \$2500 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, who 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)** shall 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.

**GENERAL EXCISE TAX.** The Hawaii General Excise Tax (GET) shall not exceed 4.712% for the island of Oahu and 4.166 % for Maui, Kauai and Hawaii. The GET is not applied to shipping or delivery charges.

**PAYMENTS** are to be made to the Contractor(s) remittance address. Section 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.

**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.

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

**PRICE 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** contractors 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 agencies situation.
3. Keep quotes in 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).