

DAVID Y. IGE
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**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

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March 18, 2016

PROCUREMENT CIRCULAR NO. 2016-04

TO: Office of the Governor, Chief of Staff
Office of the Lieutenant Governor, Chief of Staff
Executive Department Heads
Hawaii State Public Library System, State Librarian

Chief Procurement Officers (CPOs):

Department of Education, Superintendent
University of Hawaii, President
Office of Hawaiian Affairs, Chairperson of the Board
Hawaii Health Systems Corporation, President and Chief Executive Officer
Judiciary, Administrative Director of the Courts
Senate, President
House of Representatives, Speaker

Counties of Hawaii, Kauai, and Maui; and City & County of Honolulu
Executive Branch, Finance Director
Legislative Branch, Chairperson of the County/City Council
Board/Departments of Water Supply, Manager/Chief Engineer
Honolulu Authority for Rapid Transportation, Executive Director and CEO

FROM: Sarah Allen, Administrator

A handwritten signature in black ink, appearing to be "S. Allen".

SUBJECT: Price List/Vendor List Contracts – Vendor Compliance

It has come to the State Procurement Office's attention that a clause contained in our Price List and Vendor List contracts is causing unintended and unnecessary compliance checks. Therefore, as new Price List and Vendor List contracts are awarded and when existing contracts are amended, SPO will be revising the clause found in the "Compliance" section of the contract to read as follows:

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 [Vendor] List Contract No.

XX-XX. No further compliance verification is required prior to issuing a contract, purchase order, or pCard payment when utilizing this contract. (emphasis added)

Since amendments to existing contracts will take some time to issue, effective immediately the SPO deems this clause in full force and effect on all existing SPO Price List/Vendor List contracts.

Questions concerning this Procurement Circular may be directed to Bonnie Kahakui at 587-4702 or bonnie.a.kahakui@hawaii.gov.