

PROCUREMENT POLICY BOARD MEETING

February 2, 2012

1:00 pm

Conference Room 410

1151 Punchbowl Street

Honolulu, Hawaii 96813

Members Present

Howard Garval  
Ronald Hirano  
Gregory King  
David Langille  
Douglas Murdock  
Dean Seki  
Kathy Suzuki-Kitagawa

Others

Aaron Fujioka, State Procurement Office  
Pat Ohara, Deputy Attorney General  
Ruth Yamaguchi, State Procurement Office  
Kevin Vegas, Grainger  
Shannon Alivado, General Contractors Association  
Roy Ogawa, Ogawa, Lau, Nakamura & Jew  
Gladys Marrone, Building Industry Association  
Lance Inouye, General Contractors Association

Agenda Item I - *Call to Order*

Comptroller Dean Seki called the meeting to order at 1:03 PM.

Agenda Item II – *Approval of Minutes of March 17, 2011.*

Mr. Gregory King made a motion, seconded by Mr. Howard Garval, to approve the minutes of the March 17, 2011 meeting.

The motion was unanimously approved.

Agenda Item III – *Election of Officers.*

Mr. Aaron Fujioka stated that the statutes call for election of the chairperson on an annual basis but the board may defer to another meeting.

The board members have not been confirmed by the Senate and felt they should wait until after confirmation.

Mr. Ronald Hirano made a motion, seconded by Mr. David Langille, to defer election of officers for a future meeting.

The motion was unanimously approved.

*Agenda Item IV – Orientation for Board members.*

Mr. Fujioka briefed the board on HRS chapters 103D and 103F statutes and rules, board membership, statutory authority and duties of the board. Included in the orientation was information on overview of the State Procurement Office (SPO), SPO's website and all the information contained on the site.

*Agenda Item V – Information on Public Hearing for interim Hawaii Administrative Rules (HAR) chapter 3-120-4, Procurements exempt from chapter 103D, HRS; chapter 3-120, Exhibit A, Procurements Exempt from chapter 103D, HRS; chapter 3-124, subchapter 1, Hawaii Products; §3-125-13, Price adjustment in construction contracts.*

Ms. Ruth Yamaguchi informed the board that the public hearing for the interim rules will be on February 15, 2012 at 9:00 am via statewide video conferencing connecting all counties.

Mr. Fujioka explained that the SPO conducts the hearing on behalf of the board and all board members may attend. Upon completion of the public hearing, and if no substantive changes are requested, the proposed rules will be brought back to the board for final approval and adoption.

*Agenda Item VI - Announcements*

Mr. Fujioka stated that SPO will send out a reminder to board members on the public hearing and that the next board meeting will be scheduled sometime after the public hearing.

Mr. Garval inquired whether board members could request an item be placed on the agenda, and Ms. Patricia Ohara replied in the affirmative. Mr. Fujioka requested that board members send the information to SPO as soon as possible to be placed on the next board agenda.

Mr. Seki requested that procurement streamlining be placed on the agenda.

Mr. King requested a legislative summary for the next meeting.

Agenda Item VII - *Adjournment*

Mr. Langille made a motion, seconded by Mr. King to adjourn the meeting. The motion was unanimously approved. The meeting was adjourned at 2:16 pm.

Respectfully submitted,

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Date

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Procurement Policy Board

Attachment: February 2, 2012 PPB Agenda

**PROCUREMENT POLICY BOARD (PPB)**  
1151 Punchbowl Street, Conference Room 410  
Honolulu, Hawaii 96813

Regular Meeting  
February 2, 2012  
1:00 pm

AGENDA

- I. Call to Order.
- II. Approval of Minutes - Meeting of March 17, 2011.
- III. Election of Officers.
- IV. Orientation for Board members.
- V. Information on Public Hearing for interim Hawaii Administrative Rules (HAR) §3-120-4, Procurements exempt from chapter 103D, HRS; chapter 3-120, Exhibit A, Procurements Exempt from chapter 103D, HRS; chapter 3-124, subchapter 1, Hawaii Products; §3-125-13, Price adjustment in construction contracts.
- VI. Announcements.
- VII. Adjournment.

Agenda and available agenda items may be viewed at <http://hawaii.gov/spo/procurement-policy-board-minutes-of-meeting>. Individuals may present testimony on matters on the Procurement Policy Board's agenda when the agenda item is taken up by the Board. Individuals intending to testify should contact the State Procurement Office at (808) 587-4700 at least 48 hours before the scheduled meeting. Written testimonies will be accepted through e-mail at [procurement.policy.board@hawaii.gov](mailto:procurement.policy.board@hawaii.gov) or faxed to (808) 587-4703 until 1:00 pm, January 31, 2012. Testimonies received after the January 31, 2012 deadline will be forwarded to the board as time permits. Individuals submitting written testimony at the meeting and would like the written testimony distributed to the board at this meeting, are requested to provide 12 copies.

Individuals requiring special assistance or services may call (808) 587-4700 by 1:00 p.m., January 30, 2012 to discuss accommodation arrangements.