

NEIL ABERCROMBIE
GOVERNOR




SARAH ALLEN
ADMINISTRATOR

**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

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<http://hawaii.gov/spo>

January 16, 2014

TO: Executive Departments/Agencies
(Excludes Hawaii Health Systems Corporation [HHSC] and their Regional System Boards and Hospitals,
Office of Hawaiian Affairs [OHA] and University of Hawaii [UH])
Department of Education (DOE) (Excludes Charter Schools)
House of Representatives (House)
Judiciary
City & County of Honolulu (C&C of Honolulu)
Honolulu Board of Water Supply
Honolulu Authority for Rapid Transportation (HART)
County of Hawaii-Department of Water Supply

FROM: Sarah Allen 
Administrator

SUBJECT: **Change No. 20**
SPO Price List Contract No. 11-06
COARSE PAPER PRODUCTS - STATEWIDE
IFB-11-002-SW, IFB-11-003-SW, and IFB-13-010-O
Expires: November 30, 2014

The following changes are made to the price list contract:

- Update Maui Chemical and Paper Products, Inc. point of contact phone number to:
Phone: 244-4240

The current price list contract incorporating Change No. 20 is available on the SPO website:
<http://hawaii.gov/spo>. Click on *Price List and Vendor List Contracts* at the main menu.

If you have any questions please contact Stacey Kauleinamoku at (808) 586-0571 or email
stacey.l.kauleinamoku@hawaii.gov.

**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

SPO Price List Contract No. 11-06
Replaces SPO PL Contract No. **09-08**
Includes Change Nos. 20
Revised: 1/16/2014

COARSE PAPER PRODUCTS - STATEWIDE
(IFB-11-002-SW, IFB-11-003-SW, and IFB-13-010-O)
December 1, 2010 to November 30, 2014

PARTICIPATING JURISDICTIONS listed below have signed a cooperative agreement with the SPO and are authorized to utilize this price list contract.

- Executive Departments/Agencies (Excludes Hawaii Health Systems Corporation [HHSC] and their Regional System Boards and Hospitals, Office of Hawaiian Affairs [OHA] and University of Hawaii [UH])
- Department of Education (DOE) (Excludes Charter Schools)
- House of Representatives (House)
- Judiciary
- City and County of Honolulu (C&C of Honolulu)
- Honolulu Board of Water Supply
- Honolulu Authority for Rapid Transportation (HART)
- County of Hawaii-Department of Water Supply

The participating jurisdictions are not required but may purchase from this price list contract, and requests for exception from the contract is not required. Participating jurisdictions are allowed to purchase from other contractors; however, HRS chapter 103D and the procurement rules apply to purchases by 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 is at the discretion of the participating jurisdiction.

POINT 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 (excludes HHSC and their Regional System Boards and Hospitals, OHA and UH) | Stacey Kauleinamoku | 586-0571 | 586-0570 | stacey.l.kauleinamoku@hawaii.gov |
| DOE (excludes Charter Schools) | Procurement Staff | 675-0130 | 675-0133 | DOEProcure@notes.k12.hi.us |
| House | Brian Takeshita | 586-6423 | 586-6401 | btakeshita@capitol.hawaii.gov |
| Judiciary | Newton Sakamoto | 538-5805 | 538-5802 | newton.t.sakamoto@courts.state.hi.us |
| C&C of Honolulu | Procurement Specialist | 768-5535 | 768-3299 | bfspurchasing@honolulu.gov |
| Honolulu Board of Water Supply | Vicki Kitajima | 748-5151 | 550-9193 | vkitajima@hbws.org |
| HART | Paula Youngling | 768-6241 | 587-6080 | pyoungling@honolulu.gov |
| County of Hawaii-Dept. of Water Supply | Ka'iulani Matsumoto | 961-8050 x224 | 961-8657 | kmatsumoto@hawaiiidws.org |

USE OF PRICE 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 list contracts.

A listing of these nonprofit organizations is available at the SPO website: <http://hawaii.gov/spo>. Click on "Doing Business with the State" > "SPO Programs Open to Qualifying Non-Profit Organizations."

If interested, these nonprofits will contact the vendor to obtain concurrence on their participation.

If a nonprofit wishes to purchase from a SPO price list contract, the nonprofit must obtain approval from each vendor, i.e., participation must be mutually agreed upon. A vendor may choose to deny participation by a nonprofit. Provided, however, if a nonprofit and vendor mutually agree to this arrangement, it is understood that the nonprofit will retain its right to purchase from other than a SPO contract vendor.

VENDORS (in alpha order):

Conrad Enterprises, Inc.

Business Address:
301 Sand Island Access Rd
Honolulu, HI 96819

Remittance Address:
same

Contact person: Customer Service
Email: info@cehawaii.com

Phone: (808) 842-4467
Fax: (808) 848-8916

Hawaii Paper Products, Inc.

Business Address:
500 Kalanianaʻole Ave., Bldg 4
Hilo, HI 96720

Remittance Address:
PO Box 4548
Hilo, HI 96720

Contact person: Qiana Foster
Email: qiana@hawaiipaperproducts.com

Phone: 935-9796
Fax: 969-2084

Maui Chemical and Paper Products, Inc.

Business Address:
875 Alua Street
Wailuku, HI 96793

Remittance Address:
PO Box 930
Wailuku, HI 96793

Contact person: Bessy Cacayorin
Email: insidesales@mauichem.net

Phone: 244-4240
Fax: 242-6722

Officemax Incorporated

Business Address:
94-1489 Moaniani Street
Waipahu, HI 96797

Remittance Address:
PO Box 79515
City of Industry, CA 91716

Contact person: Barbara Austin
Renee Wong

Phone: 676-3100

Lillian Hanohano
Guylie Geronomo
Email: barbaraustin@officemax.com Fax: 676-3155
reneewong@officemax.com
lillianhanohano@officemax.com
guyliegeronomo@officemax.com

Note: Orders from the islands of Hawaii, Maui, Kauai, Lanai or Molokai may be directed to the OfficeMax located on-island.

PaperSource Hawaii Inc.

| | | |
|-----------------|---|------------------------------------|
| | <u>Business Address:</u> 91-240 Komohana Street Kapolei, HI 96707 | <u>Remittance Address:</u> same |
| Contact person: | Darlene, Chelsie, Nicole | Phone: (808) 673-1300 |
| Email: | n/a | Fax: (808) 673-1310 |

Ventures Associates, Inc.

| | | |
|-----------------|---|--|
| | <u>Business Address:</u> 3097 Oihana Street Lihue, HI 96766 | <u>Remittance Address:</u> PO Box 1746 Lihue, HI 96766 |
| Contact person: | Ken Sato | Phone: 246-4886 |
| Email: | ken@ventureskauai.com | Fax: 246-4895 |

All Vendors has the capability to accept procurement/credit cards, in addition to purchase orders.

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. Therefore, when processing an invoice for payment, be sure that the correct vendor code is used.

UNIT PRICES include delivery to destination and all other costs except the State General Excise Tax, currently 4.5% for sales on Oahu and 4% for sales on the islands of Hawaii, Maui, Kauai, Molokai and Lanai. Agencies are advised to add tax amount to their purchase order total.

PURCHASING CARD (pCard). The State of Hawaii Purchasing Card (pCard) is required to be used by the Executive departments/agencies, excluding DOE, for orders totaling less than \$2,500. 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 \$2500 or more; and for vendors who either do not accept the pCard, set minimum order requirements before accepting the pCard for payment, or charge its customers a transaction fee for the usage.

SPO PL Contract No. 11-06 shall be typed on purchase orders issued against this price list contract. For pCard purchases, the SPO PL Contract No. must be notated on the appropriate transaction document.

ORDERING on a timely basis is the responsibility of each agency. Orders shall be issued on an as-needed basis during the price list contract period. Vendor is not obliged to accept any order received after the contract expiration date; however, vendor shall fill timely orders for which delivery may extend beyond the expiration date. Agencies shall not issue purchase orders specifying delivery after the price list contract expiration date.

DELIVERIES. If ordering agency is located on the same island as the Contractor, deliveries for orders totaling \$100 or more (excluding the GET), shall be made within seven (7) business days after receipt of the order or available at will-call within three (3) business days. Orders totaling less than \$100 (excluding the GET), shall be available for pickup on a will call basis within three (3) business days, or at the option of the Contractor, delivery may be made according to their delivery schedule.

If ordering agency is not located on the same island as the Contractor, deliveries by the Contractor shall be made within twelve (12) business days after receipt of the order. Contractor shall contact the appropriate agency to coordinate the delivery arrangements.

VENDOR 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 vendor compliance prior to issuing a purchase order.

INSPECTION. Agencies are advised to inspect merchandise delivered immediately upon receipt and report any discrepancies to the vendor within five (5) working days from delivery date. Any products, damaged, defective or spoiled, should not be accepted.

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

PRICE LIST CONTRACT AVAILABLE ON THE INTERNET at the SPO website: <http://hawaii.gov/spo>. Click on *Price List and Vendor List Contracts* at the main menu.



Sarah Allen
Administrator

| <u>Item No.</u> | <u>Description</u> | <u>Manufacturer and Brand Name & No.</u> | <u>Unit Price</u> | <u>Vendor</u> |
|--|--|---|-------------------|--------------------|
| <u>INTERFOLDED TOILET TISSUE</u> | | <u>OAHU</u> | | |
| 1 | INTERFOLDED, SINGLE-FOLD, 2-ply , fully bleached, ~ 4"x4.95" shts | GP W5H10101 | \$43.47 cs | OFFICEMAX |
| <u>ROLL TOILET TISSUE</u> | | <u>OAHU</u> | | |
| 2 | ROLL, 2-ply , fully bleached, ~4.0"x4.0" shts | BODA-LILY 40I4235 | \$37.75 cs | PAPERSOURCE |
| 3 | ROLL, 1-ply , fully bleached, ~ 4.0"x4.0" shts | AFFEX-AFFEX TP 139 | \$50.20 cs | PAPERSOURCE |
| 4* | JR. JUMBO ROLL, 2-ply,* fully bleached, ~3.55"x1000' | BODA-LILY 40I2810* | \$28.75* cs | PAPERSOURCE |
| <i>* Reference SPO PL Contract Change No. 18. Item 4 for Oahu temporarily 860' at \$24.72. Original pricing to resume once correct product is in stock</i> | | | | |
| 5 | SR. JUMBO ROLL, 1-ply , fully bleached, ~3.5"x4000' | KC-SCOTT 07202 | \$38.33 cs | PAPERSOURCE |
| <u>PAPER TOWELS</u> | | <u>OAHU</u> | | |
| 6 | ROLL, 2-ply , fully bleached, individually wrapped, ~ 9"x11" shts | KC SCOTT 41482 | \$30.57 cs | PAPERSOURCE |
| 7 | MULTI-FOLD, 1-ply , unbleached Kraft ~9.25"x9.5" shts | KC SCOTT 1801 | \$20.46 cs | PAPERSOURCE |
| 8 | MULTI-FOLD, 1-ply , fully bleached, ~9.25"x9.5" shts | KC SCOTT 1807 | \$22.91 cs | PAPERSOURCE |
| 9 | SINGLE-FOLD, 1-ply , fully bleached, ~9.5"x10.25" shts | KC SCOTT 1700 | \$31.09 cs | PAPERSOURCE |
| 10 | "HARD ROLL" TYPE , fully bleached, ~ 8" x 1000' rolls | KC SCOTT 1000 | \$72.08 cs | PAPERSOURCE |
| <u>TOILET SEAT COVERS</u> | | <u>OAHU</u> | | |
| 11 | Half-fold, surface mount, white | CONTINENTAL WESTERN CW #520100 | \$26.05 cs | PAPERSOURCE |
| <u>PAPER BAGS</u> | | <u>OAHU</u> | | |
| 12 | Sanitary napkin disposable, approx. 4"x2"x9", 1000/cs | BROWN PAPER BAG COMPANY, PLS-R75 (8B02) | \$20.97 cs | CONRAD ENTERPRISES |

| <u>Item No.</u> | <u>Description</u> | <u>Manufacturer and Brand Name & No.</u> | <u>Unit Price</u> | <u>Vendor</u> |
|---|--|--|-------------------|-----------------------|
| <u>INTERFOLDED TOILET TISSUE</u> | | <u>HAWAII</u> | | |
| 1 | INTERFOLDED, SINGLE-FOLD, 2-ply , fully bleached, ~ 4"x4.95" shts | GP PREFERENCE 10101 | \$48.84 cs | HAWAII PAPER PRODUCTS |
| <u>ROLL TOILET TISSUE</u> | | <u>HAWAII</u> | | |
| 2 | ROLL, 2-ply , fully bleached, ~4.0"x4.0" shts | KC SCOTT 13217 | \$42.85 cs | HAWAII PAPER PRODUCTS |
| 3 | ROLL, 1-ply , fully bleached, ~ 4.0"x4.0" shts | GP ENVISIONS 14580/01 | \$52.50 cs | HAWAII PAPER PRODUCTS |
| 4 | JR. JUMBO ROLL, 2-ply , fully bleached, ~3.55"x1000' | KC SCOTT 07805 | \$33.25 cs | HAWAII PAPER PRODUCTS |
| 5 | SR. JUMBO ROLL, 1-ply , fully bleached, ~3.5"x4000' | KC SCOTT 07202 | \$35.42 cs | HAWAII PAPER PRODUCTS |
| <u>PAPER TOWELS</u> | | <u>HAWAII</u> | | |
| 6 | ROLL, 2-ply , fully bleached, individually wrapped, ~ 9"x11" shts | KC SCOTT 41482 | \$28.80 cs | HAWAII PAPER PRODUCTS |
| 7 | MULTI-FOLD, 1-ply , unbleached Kraft ~9.25"x9.5" shts | KC SCOTT 1801 | \$19.70 cs | HAWAII PAPER PRODUCTS |
| 8 | MULTI-FOLD, 1-ply , fully bleached, ~9.25"x9.5" shts | KC SCOTT 1807 | \$22.07 cs | HAWAII PAPER PRODUCTS |
| 9 | SINGLE-FOLD, 1-ply , fully bleached, ~9.5"x10.25" shts | GP ENVISION 20904 | \$29.25 cs | HAWAII PAPER PRODUCTS |
| 10 | "HARD ROLL" TYPE , fully bleached, ~ 8" x 1000' rolls | KC SCOTT 1000 | \$70.10 cs | HAWAII PAPER PRODUCTS |
| <u>TOILET SEAT COVERS</u> | | <u>HAWAII</u> | | |
| 11 | Half-fold, surface mount, white | GOLDMAX W521001 | \$32.96 cs | OFFICEMAX |
| <u>PAPER BAGS</u> | | <u>HAWAII</u> | | |
| 12 | Sanitary napkin disposable, approx. 4"x2"x9", 1000/cs | BROWN W5BR8B02 | \$21.95 cs | OFFICEMAX |

| <u>Item No.</u> | <u>Description</u> | <u>Manufacturer and Brand Name & No.</u> | <u>Unit Price</u> | <u>Vendor</u> |
|---|--|--|-------------------|--------------------------------|
| <u>INTERFOLDED TOILET TISSUE</u> | | <u>MAUI</u> | | |
| 1 | INTERFOLDED, SINGLE-FOLD, 2-ply , fully bleached, ~ 4"x4.95" shts | GP 10101 | \$46.89 cs | MAUI CHEMICAL & PAPER PRODUCTS |
| <u>ROLL TOILET TISSUE</u> | | <u>MAUI</u> | | |
| 2 | ROLL, 2-ply , fully bleached, ~4.0"x4.0" shts | KC 13217 | \$37.18 cs | MAUI CHEMICAL & PAPER PRODUCTS |
| 3 | ROLL, 1-ply , fully bleached, ~ 4.0"x4.0" shts | KC 5102 | \$52.74 cs | MAUI CHEMICAL & PAPER PRODUCTS |
| 4 | JR. JUMBO ROLL, 2-ply , fully bleached, ~3.55"x1000' | KC 7805 | \$31.02 cs | MAUI CHEMICAL & PAPER PRODUCTS |
| 5 | SR. JUMBO ROLL, 1-ply , fully bleached, ~3.5"x4000' | KC 7202 | \$33.03 cs | MAUI CHEMICAL & PAPER PRODUCTS |
| <u>PAPER TOWELS</u> | | <u>MAUI</u> | | |
| 6 | ROLL, 2-ply , fully bleached, individually wrapped, ~ 9"x11" shts | GP W5H27300 | \$31.23 cs | OFFICEMAX |
| 7 | MULTI-FOLD, 1-ply , unbleached Kraft ~9.25"x9.5" shts | GP W5H23304 | \$19.84 cs | OFFICEMAX |
| 8 | MULTI-FOLD, 1-ply , fully bleached, ~9.25"x9.5" shts | GP W5H20389 | \$24.32 cs | OFFICEMAX |
| 9 | SINGLE-FOLD, 1-ply , fully bleached, ~9.5"x10.25" shts | GP W5H20904 | \$27.36 cs | OFFICEMAX |
| 10 | "HARD ROLL" TYPE , fully bleached, ~ 8" x 1000' rolls | GP W5H26100 | \$34.62 cs | OFFICEMAX |
| <u>TOILET SEAT COVERS</u> | | <u>MAUI</u> | | |
| 11 | Half-fold, surface mount, white | GOLDMAX W521001 | \$32.19 cs | OFFICEMAX |
| <u>PAPER BAGS</u> | | <u>MAUI</u> | | |
| 12 | Sanitary napkin disposable, approx. 4"x2"x9", 1000/cs | BROWN W5BR8B02 | \$22.75 cs | OFFICEMAX |

| <u>Item No.</u> | <u>Description</u> | <u>Manufacturer and Brand Name & No.</u> | <u>Unit Price</u> | <u>Vendor</u> |
|---|--|--|-------------------|--------------------------------|
| <u>INTERFOLDED TOILET TISSUE</u> | | <u>KAUAI</u> | | |
| 1 | INTERFOLDED, SINGLE-FOLD, 2-ply , fully bleached, ~ 4"x4.95" shts | GP 10101 | \$46.89 cs | MAUI CHEMICAL & PAPER PRODUCTS |
| <u>ROLL TOILET TISSUE</u> | | <u>KAUAI</u> | | |
| 2 | ROLL, 2-ply , fully bleached, ~4.0"x4.0" shts | KC 13217 | \$36.62 cs | MAUI CHEMICAL & PAPER PRODUCTS |
| 3 | ROLL, 1-ply , fully bleached, ~ 4.0"x4.0" shts | KC 5102 | \$51.93 cs | MAUI CHEMICAL & PAPER PRODUCTS |
| 4 | JR. JUMBO ROLL, 2-ply , fully bleached, ~3.55"x1000' | KC 7805 | \$30.54 cs | MAUI CHEMICAL & PAPER PRODUCTS |
| 5 | SR. JUMBO ROLL, 1-ply , fully bleached, ~3.5"x4000' | KC 7202 | \$32.52 cs | MAUI CHEMICAL & PAPER PRODUCTS |
| <u>PAPER TOWELS</u> | | <u>KAUAI</u> | | |
| 6 | ROLL, 2-ply , fully bleached, individually wrapped, ~ 9"x11" shts | KC SCOTT 41482 | \$28.92 cs | VENTURES ASSOCIATES |
| 7 | MULTI-FOLD, 1-ply , unbleached Kraft ~9.25"x9.5" shts | KC SCOTT 1801 | \$19.50 cs | VENTURES ASSOCIATES |
| 8 | MULTI-FOLD, 1-ply , fully bleached, ~9.25"x9.5" shts | KC SCOTT 1807 | \$21.85 cs | VENTURES ASSOCIATES |
| 9 | SINGLE-FOLD, 1-ply , fully bleached, ~9.5"x10.25" shts | KC SCOTT 1700 | \$30.42 cs | VENTURES ASSOCIATES |
| 10 | "HARD ROLL" TYPE , fully bleached, ~ 8" x 1000' rolls | KC SCOTT 1000 | \$69.65 cs | VENTURES ASSOCIATES |
| <u>TOILET SEAT COVERS</u> | | <u>KAUAI</u> | | |
| 11 | Half-fold, surface mount, white | GOLMAX 2100-1 | \$33.90 cs | VENTURES ASSOCIATES |
| <u>PAPER BAGS</u> | | <u>KAUAI</u> | | |
| 12 | Sanitary napkin disposable, approx. 4"x2"x9", 1000/cs | BROWN W5BR8B02 | \$21.29 cs | OFFICEMAX |

| <u>Item No.</u> | <u>Description</u> | <u>Manufacturer and Brand Name & No.</u> | <u>Unit Price</u> | <u>Vendor</u> |
|---|--|--|-------------------|---------------|
| <u>INTERFOLDED TOILET TISSUE</u> | | <u>MOLOKAI/LANAI</u> | | |
| 1 | INTERFOLDED, SINGLE-FOLD, 2-ply , fully bleached, ~ 4"x4.95" shts | GP W5H10101 | \$47.39 cs | OFFICEMAX |
| <u>ROLL TOILET TISSUE</u> | | <u>MOLOKAI/LANAI</u> | | |
| 2 | ROLL, 2-ply , fully bleached, ~4.0"x4.0" shts | GP W5H19880/01 | \$43.21 cs | OFFICEMAX |
| 3 | ROLL, 1-ply , fully bleached, ~ 4.0"x4.0" shts | GP W5H14580/01 | \$53.00 cs | OFFICEMAX |
| 4 | JR. JUMBO ROLL, 2-ply , fully bleached, ~3.55"x1000' | GP W5H13728 | \$27.25 cs | OFFICEMAX |
| 5 | SR. JUMBO ROLL, 1-ply , fully bleached, ~3.5"x4000' | GP W5H13105 | \$41.00 cs | OFFICEMAX |
| <u>PAPER TOWELS</u> | | <u>MOLOKAI/LANAI</u> | | |
| 6 | ROLL, 2-ply , fully bleached, individually wrapped, ~ 9"x11" shts | GP W5H27300 | \$31.23 cs | OFFICEMAX |
| 7 | MULTI-FOLD, 1-ply , unbleached Kraft ~9.25"x9.5" shts | GP W5H23304 | \$19.84 cs | OFFICEMAX |
| 8 | MULTI-FOLD, 1-ply , fully bleached, ~9.25"x9.5" shts | GP W5H20389 | \$24.32 cs | OFFICEMAX |
| 9 | SINGLE-FOLD, 1-ply , fully bleached, ~9.5"x10.25" shts | GP W5H20904 | \$27.36 cs | OFFICEMAX |
| 10 | "HARD ROLL" TYPE , fully bleached, ~ 8" x 1000' rolls | GP W5H26100 | \$34.62 cs | OFFICEMAX |
| <u>TOILET SEAT COVERS</u> | | <u>MOLOKAI/LANAI</u> | | |
| 11 | Half-fold, surface mount, white | GOLDMAX W521001 | \$32.19 cs | OFFICEMAX |
| <u>PAPER BAGS</u> | | <u>MOLOKAI/LANAI</u> | | |
| 12 | Sanitary napkin disposable, approx. 4"x2"x9", 1000/cs | BROWN W5BR8B02 | \$22.75 cs | OFFICEMAX |