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PROCUREMENT CIRCULAR NO. 2017-08, Amendment 1

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 System 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: for Sarah Allen, Administrator *Mara Smith*

SUBJECT: PANS: Professional Services Awards Notices through 3/31/15 to be Purged

The enormous amount of data on the SPO Procurement and Awards Notices System is causing the system to be significantly slow or in some situations causing it to fail, resulting in proxy errors.

To help alleviate the situation SPO will do the following:

- Move the purge date from April 15, 2017 to **April 3, 2017**.
- Purge all professional service awards more than 2 years from the date of the award. All professional awards dated **March 31, 2015 and earlier** will be purged.

Agencies must retrieve all records, as needed, before the April 3, 2017 deadline.

If you have any questions, please contact Shawn Richey at (808) 586-0577 or email shawn.l.richey@hawaii.gov, or Bonnie Kahakui at 587-4702, or email bonnie.a.kahakui@hawaii.gov.