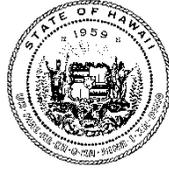


DAVID Y. IGE  
GOVERNOR



SARAH ALLEN  
ADMINISTRATOR  
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May 24, 2017

PROCUREMENT CIRCULAR NO. 2017-13

TO: Executive Department Directors  
FROM: Sarah Allen, Administrator *Allen*  
SUBJECT: Cooperative Purchasing Agreement Compliance Requirements

Executive Departments cannot 'piggy-back' onto already existing cooperative contracts, pursuant to §128-2(d), HAR.

Cooperative organizations such as U.S. Communities and the National Joint Powers Alliance may market previously procured nation-wide contracts, but they are not in compliance with the Hawaii Procurement Code. If these organizations work with us prior to solicitation, to fulfill our requirements, then new awards may be acceptable.

The State Procurement Administrator, acting as your Chief Procurement Officer (CPO), must approve, in writing, participation on any new cooperative purchasing agreement.

Examples of cooperative purchasing are National Association of State Procurement Officials (NASPO) ValuePoint contracts, Minnesota Multi-State Contracting Alliance for Pharmacy (MMCAP) and the General Services Administration (GSA) - for Schedule 70 (IT Professional Services) only. Upcoming cooperative contracts include the Public Procurement Authority (PPA)/National Purchasing Partners for Gov't (NPPGov) - Contract for Fire Fighting Equipment and Self Contained Breathing Apparatus (SCBA), and the National IPA for Managed Print Services.

Current statewide and cooperative price list contracts can be found at: <http://spo.hawaii.gov/vendors/contract-awards/price-vendor-lists/>

Please communicate with the SPO your needs and interest in participating in cooperative contracts for specific goods and/or services. The SPO is committed to working with you to achieve efficiencies and to ease the procurement burden in your department.

Should there be any questions your staff may contact Bonnie Kahakui at 587-4702 or [bonnie.a.kahaku@hawaii.gov](mailto:bonnie.a.kahaku@hawaii.gov), or you may call me at 587-4700.