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GOVERNOR



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**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

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February 06, 2018

TO: Executive Departments/Agencies City and County of Honolulu
Department of Education Honolulu City Council
(Excludes Charter Schools) Honolulu Board of Water Supply
Hawaii Health Systems Corporation Honolulu Authority for Rapid Transportation
Office of Hawaiian Affairs County of Hawaii
University of Hawaii Hawaii County Council
House of Representatives County of Hawaii – Department of Water Supply
Senate County of Maui
Judiciary Maui County Council
County of Maui – Department of Water Supply
County of Kauai
Kauai County Council
County of Kauai – Department of Water

FROM: For Sarah Allen, Administrator

A handwritten signature in black ink, appearing to read "M-S", positioned above the "FROM:" line.

SUBJECT: **Change No. 3**
SPO Price List Contract No. 17-16
Centrex Telephone and Cabling Services – Statewide
RFP-16-007-SW
Expires: May 31, 2022

The following changes are made to the price list contract:

1. The email address for CCSI is changed to oahucablingsvc@ccsi-solutions.com, and point of contact changed from Jonathan Domingo to Ted Salmon.
2. New point of contact for HHSC, County of Hawaii, Hawaii County Council, Maui County Council, and County of Kauai,

This current price list contract incorporating Change No. 3 is available on the SPO website: <http://spo.hawaii.gov>. Click on *Price & Vendor Lists Contracts* on the home page.

If you have any questions, please contact Stanton Mato at (808) 586-0566 or stanton.d.mato@hawaii.gov.

**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

SPO Price List Contract No. 17-16
Replaces SPO PL Contract No. 09-10
Includes Change No. 3
Effective 02/6/2018

CENTREX TELEPHONE AND TELEPHONE CABLING SERVICES - STATEWIDE
(RFP-16-007-SW)
June 1, 2017 to May 31, 2022

SCOPE: The general scope of this price list contract covers two (2) categories, Centrex Telephone (Section Three) and Telephone Cabling (Section Four) services statewide.

The first category (Section Three) is Centrex Telephone which covers Centrex single line and multi-line telephone service statewide. Abbreviated five digit and toll free 8-1-808 dialing should be provided between State users on all islands. Access must be provided to all local, wireless, long distance, and international telephone systems. Associated telephone services like voicemail, Automatic Call Distribution, ISDN BRI (for multi-line service in 5ESS central offices), and telephone instruments must be provided. Also, simple installation and complete repair services for structured cabling (telephone and data), as well as, the materials needed to provide the services shall be included. This service was awarded to Hawaiian Telcom, Inc.

The second category (Section 4) is for cabling only and not for the installation, repair, or provisioning of Centrex service which is covered by Section 3. Participating jurisdictions will have the option of utilizing either Section Three or Section Four for installing cabling; however, it is expected that Section 4 will principally be used for large cabling projects (10 lines and over). This service is awarded to Communication Consulting Services, Inc. for the island of Oahu and to Hawaiian Telcom, Inc. for the island of Hawaii, Maui, Kauai, and Molokai/Lanai.

NOTE:

Chapter 104, HRS, labor rates for Telecommunication Worker and Electrician listed under the Wage Rate Schedule, Bulletin No. 487, or as amended, does not apply to this Price List Contract.

If the construction activity involved in the installation of the communications equipment is not substantial, the activity is not covered under Chapter 104, HRS and the participating jurisdiction may utilize this contract. Substantial means the cost of construction is under 20% in relation to the total project cost.

If the construction activity involved in the installation of the communications equipment is substantial, the participating jurisdiction cannot utilize this contract. Substantial means the cost of construction is 20% or more in relation to the total project cost.

NOTE:

Long distance telephone services is covered under SPO Price List Contract No. 12-10, and is available at the SPO website: <http://spo.hawaii.gov>; click on *Price & Vendor List Contracts* on the home page.

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

Executive Departments/Agencies	City and County of Honolulu (C&C Honolulu)
Department of Education (DOE)	Honolulu City Council
(Excludes Charter Schools)	Honolulu Board of Water Supply
Hawaii Health Systems Corporation (HHSC)	Honolulu Authority for Rapid Transportation (HART)
Office of Hawaiian Affairs (OHA)	County of Hawaii
University of Hawaii (UH)	Hawaii County Council
House of Representatives (House)	County of Hawaii – Department of Water Supply
Senate	County of Maui
Judiciary	Maui County Council
	County of Maui – Department of Water Supply
	County of Kauai
	Kauai County Council
	County of Kauai – Department of Water

The participating jurisdictions are not required, but may purchase from this price list contract, and requests for exception from the contract are not required. Participating jurisdictions are allowed to purchase from other contractors, however, HRS chapter 103D and the procurement rules apply to purchases using the applicable procurement method and its procedures, such as small purchases or competitive sealed bidding. The decision to use this contract or to solicit pricing from other sources will be at the discretion of the participating jurisdiction.

POINTS OF CONTACT:

Questions regarding equipment and services listed, ordering, pricing, and status should be directed to the vendor or the ETS Telecommunications Analyst, Betty Yrizarry at (808) 586-1930, extension 628.

Procurement questions or concerns may be directed as follows:

Jurisdiction	Name	Phone	FAX	E-mail
Executive	Stanton Mato	586-0566	586-0570	stanton.d.mato@hawaii.gov
DOE (Excludes Charter Schools)	Procurement Staff	675-0130	675-0133	DOEProcure@notes.k12.hi.us
HHSC	Jeff Dansdill	657-3721		jedansdill@hhsc.org
OHA	Phyllis Ono-Evangelista	594-1833	594-1865	phylliso@oha.org
UH	Matthew Chow (Primary) Karlee Hisashima	956-2765 956-8687	956-2096 956-2093	chowmatt@hawaii.edu karlee@hawaii.edu
House	Brian Takeshita	586-6423	586-6401	takeshita@capitol.hawaii.gov
Senate	Carol Taniguchi	586-6720	586-6719	c.taniguchi@capitol.hawaii.gov
Judiciary	Tritia Cruz	538-5805	538-5802	tritia.l.cruz@courts.hawaii.gov
C&C of Honolulu	Procurement Specialist	768-5535	768-3299	bfspurchasing@honolulu.gov

Jurisdiction	Name	Phone	FAX	E-mail
Honolulu City Council	Heather Murakami	768-5084	768-1363	hmurakami@honolulu.gov
Honolulu Board of Water Supply	Vicki Kitajima	748-5151	550-9193	vkitajima@hbws.org
HART	Nicole Chapman	768-6135	768-5110	nchapman@honolulu.gov
County of Hawaii	Steve Wilhelm Sebastian Callaway	961-8440	961-8248	purchasing@hawaiicounty.gov
Hawaii County Council	Steve Wilhelm Sebastian Callaway	961-8440	961-8248	purchasing@hawaiicounty.gov
County of Hawaii- Department of Water Supply	Ka'iulani Matsumoto	961-8050 ext. 224	961-8657	kmatsumoto@hawaiidws.org
County of Maui	Greg King	249-2403	249-0839	greg.king@co.maui.hi.us
Maui County Council	Greg Garneau	270-7664	270-7686	greg.garneau@mauicounty.us
County of Maui- Department of Water Supply	Kenneth L. Bissen Holly Perdido	270-7684 270-7684	270-7136 270-7136	ken.bissen@co.maui.hi.us holly.perdido@co.maui.hi.us
County of Kauai	Ernest Barreira	241-4295	241-6297	ebarreira@kauai.gov
Kauai County Council	Lisa Ishibashi Scott Sato	241-4820 241-4810	241-6349 241-6349	lishibashi@kauai.gov ssato@kauai.gov
County of Kauai- Department of Water	Fay Tateishi	245-5423	245-5813	ftateishi@kauaiwater.org

AUTHORIZED CONTRACTORS:

Hawaiian Telcom, Inc.: Centrex Telephone - Statewide

Hawaiian Telcom, Inc.: Cabling Service – Hawaii, Maui, Kauai, Molokai/Lanai

Hawaiian Telcom, Inc.: Cabling Service – Oahu (One (1) to Nine (9) jacks)

Communication Consulting Services, Inc.: Cabling Service – Oahu (Ten (10) or more jacks)

PURCHASING CARD (pCard). The State of Hawaii Purchasing Card (pCard) is required to be used by the Executive departments/agencies, excluding DOE, OHA, HHSC and UH, for orders totaling less than \$2,500. For purchases \$2,500 or more, agencies may use the pCard, subject to its credit limit, or issue a purchase order.

PURCHASE ORDERS may be issued for purchases \$2,500 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.

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.

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 shall not accept any orders received after the price list contract expiration date; however, vendor shall fill orders for which delivery may extend beyond the expiration date.

SPO PL CONTRACT NO. 17-16 shall be typed on purchase orders issued from this price list contract. For pCard purchases, the SPO PL Contract No. 17-16 shall be notated on the appropriate transaction document.

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 List Contract No. 17-16. *No further compliance verification is required prior to issuing a contract, purchase order, or pCard payment when utilizing this contract.*

VENDOR AND PRODUCT EVALUATION form, SPO-012, is made available to the agencies for the purpose of addressing concerns on this price list contract. The form can be accessed from the SPO website: <http://spo.hawaii.gov>. Click on *Forms* on the home page.

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

HOW TO UTILIZE THIS PRICE LIST CONTRACT WITH HAWAIIAN TELCOM, INC.:

1. Participating jurisdictions shall complete a Telecom Request (TR) (Form ICSD-001), signed by the Telecom Coordinator.
2. The signed Telecom Request Form shall be sent:
 - To DAGS/ETS/TSB via State messenger or
 - By fax to (808) 586-1962 or
 - By USPS to 1177 Alakea Street, Suite 201, Honolulu, HI 96813 or
 - Email to ICSD.TSB.TRS@hawaii.gov.
3. TR forms not signed by the Telecom Coordinator will be returned back to the Telecom Coordinator.
4. DAGS/ETS/TSB will route the approved TR Form to Hawaiian Telecom, Inc. (HT) for HATs service for all islands, cabling services for Hawaii, Kauai, Maui, Molokai, Lanai, and for less than ten (10) jacks on Oahu. If the TR is not approved, it will be returned to the Telecom Coordinator.
5. Departments will encumber the funds based on the approved TR. Network charges will be billed to the telephone bill. HT will provide a separate bill for purchases of equipment and cabling.
6. The department shall remit payment by pCard or check.
7. Questions pertaining to Centrex or Cabling services are directed to Susan Chun at (808) 546-1724.

HOW TO UTILIZE THIS PRICE LIST CONTRACT WITH COMMUNICATION CONSULTING SERVICES, INC.:

1. The Department shall contact Johnett Nacapoy or Ted Salmon with CCSI at (808) 842-7800 when ordering ten (10) or more jacks for cabling services on the island of Oahu.
2. CCSI will conduct a pre-field and provide a quote to the Departments.
3. A Telecom Request (TR) will be issued with the attached quote from CCSI and sent to DAGS/ETS/TSB by one of the methods shown on number 2 above.
4. If the TR is approved, DAGS/ETS/TSB will send the TR to the Telecom Coordinator. If the TR is not approved, it will be returned to the Telecom Coordinator.
5. Departments will then encumber the funds based on the approved TR. Purchases can be paid by pCard or Purchase Orders. The Purchase Order must be assigned a PO number in order for CCSI to bill for service. The Purchase Order should be mailed to: Communications Consulting Services, Inc., 1605 Colburn Street, Honolulu Hawaii, 96817, or sent by FAX to (808) 842-0811.
6. Once the Purchase Order is received, CCSI will schedule the installation. Do not issue your TR for voice services until the jacks are installed, otherwise HT will bill a travel charge of \$40.00.
7. Questions pertaining to Cabling is directed to Johnett Nacapoy or Ted Salmon at (808) 842-7800.

CONTRACTORS INFORMATION

THE LINK BELOW PROVIDES:

- PRICE SHEETS, REFERENCE SHEETS, AND OTHER DOCUMENTS FOR HAWAIIAN TELCOM, INC. AND COMMUNICATION CONSULTING SERVICES.
- TELECOM REQUEST FORM (ICSD-001) AND INSTRUCTIONS.

<http://spo.hawaii.gov/for-state-county-personnel/programs/hats-prices-reference-sheets-pl-17-16/>

HAWAIIAN TELCOM, INC.

<u>VENDOR:</u>	<u>Payment Address</u>
Hawaiian Telcom, Inc. 1177 Bishop Street Honolulu, Hawaii 96813	Hawaiian Telcom, Inc. P.O. Box 30770 Honolulu, Hawaii 96820-0770

Vendor Contact:
Ms. Susan Chun
Phone: (808) 546-1725
FAX: (808) 546-8288
Email: susan.chun@hawaiiantel.com
Vendor Code: 289236-11

COMMUNICATION CONSULTING SERVICES, INC.

<u>VENDOR:</u>	<u>Payment Address</u>
Communication Consulting Services, Inc. 1605 Colburn Street Honolulu, Hawaii 96817	Communication Consulting Services, Inc. 1605 Colburn Street Honolulu, Hawaii 96817 Vendor Code: 217296-01

Vendor Contact:
Contact: Johnett Nacapoy
Phone: (808) 842-7800
FAX: (808) 842-0811
Email: oahucablingsvc@ccsi-solutions.com

Ted Salmon
(808) 842-7800
(808) 842-0811
oahucablingsvc@ccsi-solutions.com