

DAVID Y. IGE  
GOVERNOR



BONNIE KAHAKUI  
ACTING ADMINISTRATOR

**STATE OF HAWAII**  
**STATE PROCUREMENT OFFICE**

P.O. Box 119  
Honolulu, Hawaii 96810-0119  
Tel: (808) 586-0554  
email: [state.procurement.office@hawaii.gov](mailto:state.procurement.office@hawaii.gov)  
<http://spo.hawaii.gov>  
Twitter: [@hawaiispo](https://twitter.com/hawaiispo)

January 11, 2021

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

FROM:        Bonnie Kahakui, Acting Administrator *Bonnie A. Kahakui*

SUBJECT:     **NEW VENDOR LIST**  
                 SPO Price Vendor List Contract No. 20-18  
                 NASPO VALUEPOINT AUDIO VIDEO EQUIPMENT AND SUPPLIES  
                 RFP Solicitation No. 190000044  
                 Expires: September 30, 2022

This new State Procurement Office (SPO) Vendor List Contract No. 20-18 for Audio Video Equipment and Supplies is effective January 11, 2021.

The current vendor list contract is available on the SPO website: <http://spo.hawaii.gov>. Click on *Price & Vendor List Contracts* on the home page.

If you have any questions, please contact Matthew Chow at (808) 586-0577 or [matthew.m.chow@hawaii.gov](mailto:matthew.m.chow@hawaii.gov).

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**STATE OF HAWAII  
STATE PROCUREMENT OFFICE**

**SPO Price List Contract No. 20-18  
Effective: 01/11/2021**

**THIS SPO PRICE LIST CONTRACT IS FOR AUTHORIZED BUSINESS ONLY**

**NASPO VALUEPOINT  
AUDIO VIDEO EQUIPMENT AND SUPPLIES**

RFP No. 190000044  
January 11, 2021 – September 30, 2022

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

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

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 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	Telephone	Fax	E-mail
Executive	Matthew Chow	586-0577	586-0570	<a href="mailto:matthew.m.chow@hawaii.gov">matthew.m.chow@hawaii.gov</a>
DOE	Procurement Staff	675-0130	675-0133	<a href="mailto:doeprocure@notes.k12.hi.us">doeprocure@notes.k12.hi.us</a>
HHSC	Nancy Delima	359-0994		<a href="mailto:ndelima@hhsc.org">ndelima@hhsc.org</a>
OHA	Phyllis Ono-Evangelista	594-1833	594-1865	<a href="mailto:phylliso@oha.org">phylliso@oha.org</a>

Jurisdiction	Name	Telephone	Fax	E-mail
UH	Karlee Hisashima	956-8687	956-2093	<a href="mailto:karlee@hawaii.edu">karlee@hawaii.edu</a>
Public Charter School Commission and Schools	Danny Vasconcellos	586-3775	586-3776	<a href="mailto:danny.vasconcellos@spcsc.hawaii.gov">danny.vasconcellos@spcsc.hawaii.gov</a>
House	Brian Takeshita	586-6423	586-6401	<a href="mailto:takeshita@capitol.hawaii.gov">takeshita@capitol.hawaii.gov</a>
Senate	Carol Taniguchi	586-6720	586-6719	<a href="mailto:c.taniguchi@capitol.hawaii.gov">c.taniguchi@capitol.hawaii.gov</a>
Judiciary	Tritia Cruz	538-5805	538-5802	<a href="mailto:tritia.l.cruz@courts.hawaii.gov">tritia.l.cruz@courts.hawaii.gov</a>
C&C of Honolulu	Procurement Specialist	768-5535	768-3299	<a href="mailto:bfpurchasing@honolulu.gov">bfpurchasing@honolulu.gov</a>
Honolulu City Council	Kendall Amazaki, Jr. Nanette Saito	768-5084 768-5085	768-5011	<a href="mailto:kamazaki@honolulu.gov">kamazaki@honolulu.gov</a> <a href="mailto:nsaito@honolulu.gov">nsaito@honolulu.gov</a>
Honolulu Board of Water Supply	Procurement Office	748-5071		<a href="mailto:fn_procurement@hbws.org">fn_procurement@hbws.org</a>
HART	David Ha	768-6294		<a href="mailto:dha@honolulu.gov">dha@honolulu.gov</a>
County of Hawaii	Diane Nakagawa	961-8440	961-8248	<a href="mailto:Diane.Nakagawa@hawaiiicounty.gov">Diane.Nakagawa@hawaiiicounty.gov</a>
Hawaii County Council	Diane Nakagawa	961-8440	961-8248	<a href="mailto:Diane.Nakagawa@hawaiiicounty.gov">Diane.Nakagawa@hawaiiicounty.gov</a>
County of Hawaii- Department of Water Supply	Ka'iulani L. Matsumoto	961-8050 x224	961-8657	<a href="mailto:kmatsumoto@hawaii.dws.org">kmatsumoto@hawaii.dws.org</a>
County of Maui	Greg King	249-2403 x30	249-0839	<a href="mailto:greg.king@co.maui.hi.us">greg.king@co.maui.hi.us</a>
Maui County Council	Marlene Rebugio	270-7838		<a href="mailto:marlene.rebugio@mauicounty.us">marlene.rebugio@mauicounty.us</a>
County of Maui- Department of Water Supply	Kenneth L. Bissen Holly Perdido	270-7684 270-7684	270-7136 270-7136	<a href="mailto:ken.bissen@co.maui.hi.us">ken.bissen@co.maui.hi.us</a> <a href="mailto:holly.perdido@co.maui.hi.us">holly.perdido@co.maui.hi.us</a>
County of Kauai	Ernest Barreira	241-4295	241-6349	<a href="mailto:ebarreira@kauai.gov">ebarreira@kauai.gov</a>
Kauai County Council	Lisa Ishibashi Scott Sato	241-4820 241-4810	241-6349 241-6349	<a href="mailto:lishibashi@kauai.gov">lishibashi@kauai.gov</a> <a href="mailto:ssato@kauai.gov">ssato@kauai.gov</a>
County of Kauai- Department of Water	Marcelino Soliz	245-5470	241-5813	<a href="mailto:msoliz@kauaiwater.org">msoliz@kauaiwater.org</a>

**USE OF PRICE & VENDOR LIST CONTRACTS 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 & vendor lists contracts.

A listing of these nonprofit organizations is available at the SPO website: <http://spo.hawaii.gov>. Click on *For Vendors > Non-Profits > Cooperative Purchasing Program > View the list of qualifying nonprofits eligible to participate in cooperative purchasing.*

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

**CONTRACTORS** The following contractors are listed in this vendor list contract. They have signed a Master Agreement with the State of Alaska and a Participating Addendum with the Hawaii State Procurement Office.

Audio Enhancement Inc

**VENDOR CODES** for annotation on purchase orders are obtainable from the *Alphabetical Vendor Edit Table* 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.

**COMPLIANCE PURSUANT TO HRS §103D-310(c).** Prior to awarding this contract, the SPO verified compliance of the Contractor(s) named in the SPO Vendor List Contract No. 20-18. *No further compliance verification is required prior to issuing a contract, purchase order, or pCard payment when utilizing this contract.*

**PURCHASING CARD (pCard).** The State of Hawaii Purchasing Card (pCard) is required to be used by the Executive departments/agencies, excluding DOE, HHSC, OHA and UH for orders totaling less than \$2,500. For purchases of \$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 Contractors 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 VL CONTRACT NO. 20-18**” and the Master Agreement Number (located on the contractor’s information page) shall be typed on purchase orders issued against this vendor list contract. For pCard purchases, the SPO VL Contract No. 20-18 and Master Agreement Number shall be notated on the appropriate transaction document.

**STATE GENERAL EXCISE TAX (GET) AND COUNTY SURCHARGE** shall not exceed the following rates if seller elects to pass on the charges to its customers.

COUNTY	COUNTY SURCHARGE TAX RATE	STATE GET	MAX PASS-ON TAX RATE	EXPIRATION DATE OF SURCHARGE TAX RATE
C&C OF HONOLULU	0.50%	4.0%	4.7120%	12/31/2030
HAWAII	0.50%	4.0%	4.7120%	12/31/2030
COUNTY OF MAUI (including Molokai and Lanai)	0.0%	4.0%	4.1666%	No county surcharge
KAUAI	0.50%	4.0%	4.7120%	12/31/2030

The GET or use tax and county surcharge may be added to the invoice as a separate line item and shall not exceed the current max pass-on tax rate(s) for each island.

County surcharges on state general excise (GE) tax or Use tax may be visibly passed on but is not required. For more information on county surcharges and the max pass-on tax rate, please visit the Department of Taxation's website at <http://tax.hawaii.gov/geninfo/countysurcharge>.

**PAYMENTS** are to be made to the Contractor(s) remittance address. HRS §103-10 provides that the State shall have thirty (30) calendar days after receipt of invoice or satisfactory completion of contract to make payment. Payments may also be made via pCard.

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

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

## **DELIVERY**

The Contractor(s) must deliver goods within fifteen (15) calendar days from receipt of an order, unless otherwise mutually agreed upon by the Ordering Entity, with exceptions being made for holidays, special orders and backorders. Contractor must contact the Ordering Entity to notify them of any deliveries that will not be made within fifteen (15) calendar days, along with an explanation with the actual delivery date and the reason for the delay.

All deliveries will be F.O.B. destination (including Alaska and Hawaii), freight pre-paid, with all transportation and handling charges paid by the Contractor. Responsibility and liability for loss or damage shall remain the Contractor's until final inspection and acceptance when responsibility will pass to the Purchasing Entity except as to latent defects, fraud and Contractor's warranty obligations. Any portion of an Order to be shipped without transportation charges that is back ordered will be shipped without charge,

All deliveries will be "Inside Deliveries" as designated by a representative of the Purchasing Entity placing the Order. Inside Delivery refers to a delivery to other than a loading dock, front lobby, or reception area. Specific delivery instructions will be noted on the order form or Purchase Order.

All products must be delivered in the manufacturer's standard package. Costs shall include all packing and/or crating charges. Cases will be of durable construction, good condition, properly labeled and suitable in every respect for storage and handling of contents. Each shipping carton will be marked with the commodity, brand, quantity, item code number and the Purchasing Entity's Purchase Order number.

Products returned because of quality problems, duplicated shipments, etc., will be sent back to the contractor within 10 calendar days at the contractor's expense, with no restocking charge and shall be replaced with specified products or the Ordering Entity will be credited/refunded for the full purchase price.

## EMERGENCY PURCHASE

The FEMA special provisions are included in the contract to allow departments/agencies to make purchases during a declared emergency and seek FEMA reimbursement. For more information, please visit: <https://spo.hawaii.gov/for-state-county-personnel/disaster-preparedness-procurement/fema-reimbursement/>

The following Contractors have agreed to the FEMA special provisions:

- Audio Enhancement Inc

## SCOPE OF WORK

The primary purpose of this contract is for "box sales" (online or catalog sales) and delivery. Services such as installation services or repair services outside of the warranty, setup services, or basic training services, etc.

Value-add Services to be used on an as-needed basis. Only Value-add Services listed on the Contractor's proposal will be included on this contract. Value-add Services not listed on the Contractor's proposal will not be allowed. If Value-add Service options are requested, the Purchasing Entity may choose to request a quote only or require the Contractor to create a Statement of Work (SOW) detailing the exact scoping and pricing of the services to be provided.

## CATEGORY DESCRIPTION

CATEGORY: VIDEO EQUIPMENT includes but not limited to Equipment for Videoconferencing, Studio Production, Video Recording, Digital Video Disc Players, Televisions, Plasma Screen Televisions, Television Monitors/Monitor Receivers, TV/VCR Combo Units, Camcorders, Digital Video Recorders, High Definition Cameras (NON-Security Related), Digital Video Editing Systems, TelePrompTers, Blu Ray Players/Recorders.

## AGENCY INSTRUCTIONS

1. Obtain a quote from all Contractors awarded in the category of equipment.
2. Personnel conducting or participating in utilizing Vendor List Contract No. 20-18 is responsible to complete form SPO-010, *Record of Procurement* for purchases of \$5,000 or more. If unable to obtain the minimum number of price quotes, written justification is explained in Part C. If award is not made to the lowest bidder, written justification is explained in Part D. The approved Form SPO-010 is kept in the procurement/contract file.
3. CONSIDERATION OF QUOTES. Agencies shall consider all responsive and responsible quotes received. An award shall be made to the Contractor(s) offering the lowest price. If the lowest price does not meet the agencies specification requirement, the award may be made to the Contractor(s) whose offer represents the best value to the agency. Best value means the most advantageous offer determined by evaluating and comparing all relevant criteria in addition to price so that the offer meeting the overall combination that best services the agency is selected. These criteria may include, in addition to others, the total cost of ownership, performance, history of the vendor, quality of goods, services, delivery and proposed technical performance.

<b>AWARDED CATEGORIES</b>	
	Contractor Name
Category of Equipment	Audio Enhancement
Video Equipment	Awarded
Value-add Service Options, discount off normal rate:	
Field Service	10%
Technical Installation	10%
Non-technical Installation	10%
Programming	40%
Design	40%
Basic Setup	10%
Entry Level Training	10%

**Audio Enhancement's Minimum Discount off of Manufacturer's List Price:**

<b>Manufacturer</b>	<b>Discount %</b>
Audio Enhancement	40%
Vaddio	10%



# **CONTRACTOR INFORMATION**

**AUDIO ENHANCEMENT INC**  
Master Agreement No. 200000035 A

<https://www.naspoaluepoint.org/portfolio/audio-video-equipment-and-supplies-2019-2024/audio-enhancement/>

Remit Payment To:

Contact Name: Jessica Bevard  
Contact Phone Number: (801) 243-6010  
Contact Email: [Jessica.Bevard@AudioEnhancement.com](mailto:Jessica.Bevard@AudioEnhancement.com)

9858 S Audio Dr  
W Jordan, UT 84081  
Vendor Code:35748400

To request a quote please go to: <https://naspo.audioenhancement.com/>

For other information, please go to: <https://audioenhancement.com/>