




**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

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March 09, 2023

TO: Executive Departments/Agencies
Department of Education
School Facilities Authority
Hawaii Health Systems Corporation
Office of Hawaiian Affairs
University of Hawaii
Public Charter School Commission and Schools
House of Representatives
Senate
Judiciary

City and County of Honolulu
Honolulu City Council
Honolulu Board of Water Supply
Honolulu Authority for Rapid Transportation
County of Hawaii
Hawaii County Council
County of Hawaii-Department of Water Supply
County of Maui
Maui County Council
County of Maui-Department of Water Supply
County of Kauai
Kauai County Council
County of Kauai – Department of Water

FROM: Bonnie Kahakui, Acting Administrator 

SUBJECT: **Change No. 14**
SPO Vendor List Contract No. 16-15
**NASPO VALUEPOINT LABORATORY EQUIPMENT & SUPPLIES -
STATEWIDE**
RFP Reference No. 16000231
Expires: September 30, 2023

The following changes are made to the vendor list contract:

1. The contract is extended.
2. The instructions are updated.
3. Add School Facilities Authority as a purchasing jurisdiction to this contract. The point of contact is Cindy Watarida. Her contact information is added to the POC section.
4. Kauai County Council point of contact is updated.
5. County of Kauai- Department of Water point of contact is updated.

The current vendor list incorporating Change No. 15 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 Donn Tsuruda-Kashiwabara at (808) 586-0565 or email donna.tsuruda-kashiwabara@hawaii.gov.

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STATE OF HAWAII STATE PROCUREMENT OFFICE

SPO Vendor List Contract No. 16-15
Replaces SPO Vendor List Contract 11-03
Includes Change No. 15
Effective: 03/10/2023

THIS SPO VENDOR LIST CONTRACT IS FOR AUTHORIZED BUSINESS USE ONLY

NASPO VALUEPOINT
LABORATORY EQUIPMENT AND SUPPLIES
(NASPO Master Agreement No. MA16000234-1 – Fisher Scientific Company, LLC)
(NASPO Master Agreement No. MA16000234-2 – VWR International, LLC)
(NASPO Master Agreement No. MA16000234-3 – Nikon, Instruments, Inc.)
May 23, 2016 – September 30, 2023

INFORMATION ON NASPO VALUEPOINT

The NASPO ValuePoint Cooperative Purchasing Organization is a multi-state contracting consortium of state governments, including local governments, of which the State of Hawaii is a member. NASPO ValuePoint Purchasing Organization seeks to achieve price discounts by combining the requirements of multi-state governmental agencies, and cost-effective and efficient acquisition of quality products and services.

The State of Idaho is the current lead agency and contract administrator for the NASPO ValuePoint Laboratory Equipment and Supplies contract. A request for competitive sealed proposals was issued on behalf of NASPO ValuePoint Cooperative Purchasing Organization and contracts were awarded to three (3) qualified Contractors. The State of Hawaii has signed a Participating Addendum with three (3) Contractors.

The Laboratory Equipment and Supplies contract provides a full-line catalog of laboratory equipment and supplies exclusive of items with a unit price, after discount, in excess of \$75,000 and equipment and supplies which may be included in a Contractor's catalog, but which are not specifically designed or intended for laboratory use (e.g. reception chairs, couches, coffee tables, general office equipment, etc.).

For additional information on this contract, visit the NASPO website at <https://www.naspovaluepoint.org/portfolio/laboratory-equipment-and-supplies-2016-2021/>.



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

Executive Department/Agencies	City & County of Honolulu (C&C of Honolulu)
Department of Education (DOE)	Honolulu City Council
School Facilities Authority	Honolulu Board of Water Supply
Hawaii Health Systems Corporation (HHSC)	Honolulu Authority for Rapid Transportation (HART)
University of Hawaii (UH)	County of Hawaii
Public Charter School Commission and Schools	Hawaii County Council
Office of Hawaiian Affairs (OHA)	County of Hawaii - Department of Water Supply
House of Representatives (House)	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

The participating jurisdictions are not required but may purchase from this vendor list contract, and requests for exception from this 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 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 will be at the discretion of the participating jurisdiction.

POINTS 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	Donn Tsuruda-Kashiwabara	586-0565	586-0570	donna.tsuruda-kashiwabara@hawaii.gov
DOE	Procurement Staff	675-0130	675-0133	G-OFS-DOE-Procurement@k12.hi.us
School Facilities Authority	Gaudencia "Cindy" Watarida	430-5531	n/a	cindy.watarida@k12.hi.us
HHSC	Nancy Delima	359-0994		ndelima@hhsc.org
OHA	Christopher Stanley	594-1833	594-1865	chriss@oha.org
UH	Karlee Hisashima	956-8687	856-2093	karlee@hawaii.edu
Public Charter School Commission and Schools	Danny Vasconcellos	586-3775	586-3776	danny.vasconcellos@spcsc.hawaii.gov
House	Brian Takeshita	586-6423	586-6401	takeshita@capitol.hawaii.gov

Jurisdiction	Name	Phone	Fax	E-mail
Senate	Carol Taniguchi	586-6720	586-6719	c.taniguchi@capitol.hawaii.gov
C&C of Honolulu	Procurement Specialist	768-5535	768-3299	bfspurchasing@honolulu.gov
Honolulu City Council	Kendall Amazaki, Jr. Nanette Saito	768-5084 768-5085	768-5011	kamazaki@honolulu.gov nsaito@honolulu.gov
Honolulu Board of Water Supply	Procurement Office	748-5151		fn_procurement@hbws.org
HART	Dean Matro	768-6246		dean.matro@honolulu.gov
County of Hawaii	Diane Nakagawa	961-8440	961-8248	diane.nakagawa@hawaiicounty.gov
Hawaii County Council	Diane Nakagawa	961-8440	961-8248	diane.nakagawa@hawaiicounty.gov
County of Hawaii-Department of Water Supply	Ka'iulani Matsumoto	961-8050 ext.224	961-8657	kmatsumoto@hawaiidws.org
County of Maui	Jared Masuda	463-3816		jared.masuda@co.maui.hi.us
Maui County Council	Marlene Rebugio	270-7838		marlene.rebugio@mauicounty.us
County of Maui-Department of Water Supply	Kenneth L. Bissen	270-7684	270-7136	ken.bissen@co.maui.hi.us
County of Kauai	Ernest Barreira	241-4295	241-6297	ebarreira@kauai.gov
Kauai County Council	Codie Tabalba	241-4193	241-6349	ctabalba@kauai.gov
County of Kauai-Department of Water	Christine Erorita	245-5409	241-5813	cerorita@kauaiwater.org
Judiciary	Tritia Cruz	538-5805	538-5802	tritia.l.cruz@courts.hawaii.gov

USE OF THIS VENDOR 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 & 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 an 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 an SPO price or vendor list Contractor(s).

CONTRACTORS. The following Contractors are authorized to provide Laboratory Equipment and Supplies. They have signed a Master Agreement with the State of Idaho and a Participating Addendum with the Hawaii State Procurement Office.

- Fisher Scientific Company, LLC
- VWR International, LLC
- Nikon Instruments, 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. 16-15. *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 department/agencies, excluding the DOE, HHSC, OHA, and UH, for orders totaling less than \$2500. 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 \$2,500 or more and for vendors who either do not accept the pCard, who set minimum order requirements before accepting the pCard for payment, or who charge its customers a transaction fee for the usage.

SPO VENDOR LIST CONTRACT NO. 16-15 & NASPO VALUEPOINT MASTER AGREEMENT NUMBER shall be typed on purchase orders issued against this vendor list contract. For pCard purchases, the SPO VL Contract No. 16-15 and NASPO ValuePoint 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 the seller elects to pass on the charges to its customers. The GET is not applied to shipping or delivery charges.

County	County Surcharge Tax Rate	State GET	Max Pass-On Tax Rate	Expiration 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 & 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 are 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 the contract to make payment. Payments may also be made via pCard.

COMPLIANCE PURSUANT TO HRS §103-53. All state and county contracting officers or agents shall withhold final payment of a contract until the receipt of tax clearances from the director of taxation and the Internal Revenue Service. This section does not apply to contracts of less than \$25,000.

LEASE AGREEMENTS are not allowed under this contract.

DELIVERY. Unless otherwise indicated in the Master Agreement, the prices are the delivered price to any Purchasing Entity. All deliveries shall be F.O.B. destination, prepaid, and allowed (with freight included in the price). If there is a special case where the inside delivery fee must be charged, the Contractor will notify the Participating Entity. Additional delivery charges will not be allowed for backorders.

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

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.

HOW TO USE THIS VENDOR LIST CONTRACT

1. Obtain a quote from **ALL** contractors for microscope quotes only.
2. If the purchase is less than \$10,000 obtain a quote from either Fisher Scientific Company, LLC or VWR International, LLC. If the purchase is \$10,000 and over, obtain a quote from **BOTH** Fisher Scientific Company, LLC & VWR International, LLC for quotes regarding the full line catalog of Laboratory Equipment and Supplies. Agencies are encouraged to consolidate orders and include a quote due date.
3. Chose the option that works best for your agency's situation. Form SPO-010, RECORD OF PROCUREMENT is optional if the total contract value is under \$5,000. If the contract value is \$5,000 or greater OR not awarded to lowest price, form SPO-010 is required to be completed and approved by the Procurement Officer.

CONSIDERATION OF QUOTES. Agency 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 Purchasing Department. 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.

4. Keep quotes in the procurement file.

WHAT IS INCLUDED IN THIS VENDOR LIST CONTRACT

1. Full Line Catalog of Laboratory Equipment and Supplies.
2. Items costing \$75,000 or less per item after discount is applied.

WHAT IS EXCLUDED IN THIS VENDOR LIST CONTRACT

1. Items costing in excess of \$75,000 after discount (per item).
2. Items included in the Catalog(s) that are not specifically designed or intended for laboratory use (e.g. Reception chairs, couches, coffee tables, general office equipment, etc).



Master Agreement No. MA16000234-1

Fisher Scientific Company, LLC

ADDRESS

Business Address:
300 Industry Drive
Pittsburgh, PA 15275

Remittance Address:
Fisher Scientific Company
File# 50129
P.O. Box 50129
Los Angeles, CA 90074-0129

CONTACT INFORMATION

Primary Contact: Blaine Hedani
Email: blaine.hedani@thermofisher.com **Phone:** (808) 371-3854

Secondary Contact: Eric Van Denburg
Email: eric.vandenburg@thermofisher.com **Phone:** (949) 842-9685

Ordering & Shipping FisherCustomerService.US@thermofisher.com

Ordering Questions: Customer Service
Email: FS.order@thermofisher.com **Phone:** (800) 766-7000
Fax: (800) 926-1166

Website: www.fishersci.com

Minimum Order: \$50.00

Reference the quote number when placing orders with Customer Service



VWR International, LLC

Master Agreement No. MA16000234-2

ADDRESS

Business Address:
100 Matsonford Road, Suite 200
Radnor, PA 19087

Remittance Address:
P.O. Box 640169
Pittsburgh, PA 15264-0169

CONTACT INFORMATION

For ordering and shipping information, please email hawaii@vwr.com

Primary Contact: Dan Hughes

Phone: (808) 978-0318

Email: Daniel.Hughes@AvantorSciences.com

Website: www.vwr.com

Customer Service: 800-932-5000

Nikon Instruments, Inc.



Master Agreement No. MA1600234-3

ADDRESS

Business Address:
1300 Walt Whitman Road
Melville, New York 11747

Remittance Address:
Nikon Instruments, Inc.
General PO Box 26927
New York, NY 10087

CONTACT INFORMATION

Primary Contact: Jackie Perry

Email: Jacquelyn.perry@nikon.com

Phone: (631) 547-8526

Secondary Contact: Samantha Porretto

Email: Samantha.porretto@nikon.com

Phone: (631) 547-8549

Ordering & Shipping Savi Bains

niiordersswr@nikon.net

Phone: (631) 547-8594

Website: www.nikoninstruments.com