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**STATE OF HAWAII  
STATE PROCUREMENT OFFICE**

P.O. Box 119  
Honolulu, Hawaii 96810-0119  
Tel: (808) 587-4700 Fax: (808) 587-4703  
[www.spo.hawaii.gov](http://www.spo.hawaii.gov)

March 9, 2009

PROCUREMENT CIRCULAR NO. 2009-01

TO: Office of the Governor  
Office of the Lieutenant Governor  
Hawaii State Public Library System  
Executive Department Heads  
Chief Procurement Officers

FROM: Aaron S. Fujioka 

SUBJECT: Informational Workshop for Vendors, Contractors, and Service Providers  
On "Doing Business with the State"

The State Procurement Office (SPO) has been offering the workshop "Doing Business with the State" to interested vendors, contractors, and service providers. These sessions are held on a monthly basis and available for businesses to learn and become familiar with the procurement process for obtaining goods, services and construction, and health and human services.

Registration for this workshop is done on-line at <http://hawaii.gov/spo>, click on *Doing Business with the State: Information for Vendors, Contractors, and Service Providers*.

Listed below are the available sessions to date.

March 18, 2009 at 2:00 PM  
April 23, 2009 at 2:00 PM

Location: Kalanimoku Building  
1151 Punchbowl Street, Room 322  
Honolulu, Hawaii

Vendors may periodically check the SPO webpage for the most current procurement information.

Questions may be directed to Kevin Takaesu at phone (808) 586-0568 or e-mail [kevin.s.takaesu@hawaii.gov](mailto:kevin.s.takaesu@hawaii.gov), or you may contact me at 587-4700.