



STATE OF HAWAII | KA MOKU'ĀINA O HAWAII
STATE PROCUREMENT OFFICE

P.O. Box 119
Honolulu, Hawaii 96810-0119
Tel: (808) 586-0554
email: state.procurement.office@hawaii.gov
<http://spo.hawaii.gov>

July 11, 2025

PROCUREMENT CIRCULAR NO. 2026-01

TO: Office of the Governor, Chief Operating Officer
Office of the Lieutenant Governor, Chief of Staff
Executive Department Heads
Hawaii State Public Library System, State Librarian

Chief Procurement Officers: (CPOs)
Department of Education, Superintendent
University of Hawaii, Chief Financial Officer
Office of Hawaiian Affairs, Chairperson of the Board
Hawaii Health Systems Corporation, Chief Executive Officer
Judiciary, Administrative Director of the Courts
Senate, President
House of Representatives, Speaker
School Facilities Authority, Executive Director

Counties of Hawaii, Kauai, and Maui, and City & County of Honolulu
Executive Branch, Finance Director
Legislative Branch, City/County Council Chair
Board/Departments of Water Supply, Manager/Chief Engineer
Honolulu Authority for Rapid Transportation, Executive Director

CC: Administrative Services Offices

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

SUBJECT: Summarized Updates to Procurement Code HRS Chapter 103D for:
ACT 021, SLH 2025 (SB1508 SD1): SECTION 3
ACT 206, SLH 2025 (HB 987 HD1, SD1, CD1): SECTIONS 2, 3, and 4
ACT 262, SLH 2025 (SB 383 SD2, HD1, CD1): SECTION 2

Senate Bill No. 1508, SD1 was signed into law as Act 021 by the Governor on April 22, 2025, with the effective date upon its approval. ACT 021, SLH 2025 amended the following HRS 103D section:

HRS §103D-412, Motor vehicle requirements, (c) by correcting the references listed in the meanings for "Plug-in-hybrid electric vehicle" and "Zero-emission vehicle."

House Bill No. 987, HD1, SD1, CD1 was signed into law as Act 206 by the Governor on June 25, 2025, with the effective date upon its approval. ACT 206, SLH 2025 amended the following HRS 103D sections:

Adding a new section to part II, to establish, in the state treasury, the state procurement automation system special fund to receive the transaction fees from the procurement automation system to pay for its administration, management, operation, maintenance, and upgrade of the procurement automation system to be administered by the state procurement office and expended by the administrator of the state procurement office.

HRS §103D-203, Chief procurement officers, (a) by correcting “The University of Hawaii” to read as “The university of Hawaii” and by adding new subsection (a)(8) designating the Executive Director of the School Facilities Authority (SFA) to be the SFA’s Chief Procurement Officer (CPO) to align with section 302A-1702, Hawaii Revised Statutes.

HRS §103D-204, Establishment of the state procurement office; administrator, (a) by correcting the reference to “section 103D-203(a)(8)” to read as “section 103D-203(a)(9)” to reflect the new subsection (a)(8) added to section 103D-203, Hawaii Revised Statutes.

Senate Bill No. 383, SD2, HD1, CD1 was signed into law as Act 262 by the Governor on July 1, 2025, with the effective date upon its approval. ACT 262, SLH 2025 amended the following HRS 103D section:

HRS §103D-305, Small purchases; prohibition against parceling, (c) by increasing the minimum amount for purchases constituting small purchases procurements that are subject to an electronic system, from \$25,000 to \$50,000.

NOTE : Executive Branch Departments (excluding DOE, SFA, UH, HHSC, and OHA) shall continue to use an electronic system (HlePRO, or as amended) for small purchase procurements, \$15,000 to less than \$100,000.

For Information

House Bill No. 412, HD1, SD2 was signed into law as ACT 063, SLH 2025, added the following:

HRS § 97, **Contracts voidable**. In addition to any other penalty provided by law, any contract or other action entered into by the State in violation of this chapter shall be voidable on behalf of the State. **The attorney general, in consultation with the head of the purchasing agency impacted, shall have the authority to enforce this section.**

It is advised that departments be completely familiarized with the entire amendments made to the subject sections of HRS 103D. A complete listing of all current Procurement Circulars is available at <https://spo.hawaii.gov/>, under the *References* menu, click on *Procurement Circulars*.

Questions concerning this Procurement Circular may be directed to Stacey Kauleinamoku-Murakami at (808) 586-0571 or email stacey.l.kauleinamoku@hawaii.gov, or you may contact me at (808) 587-4701 or email bonnie.a.kahakui@hawaii.gov. Mahalo.