

STATE OF HAWAII
STATE PROCUREMENT OFFICE

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<http://spo.hawaii.gov>

July 25, 2025

TO:	Executive Departments/Agencies	City and County of Honolulu
	Department of Education	Honolulu City Council
	School Facilities Authority	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
	Public Charter School Commission 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: for Bonnie Kahakui, Administrator

SUBJECT: **NEW VENDOR LIST**
SPO Vendor List Contract No. 25-21
SOURCEWELL PRE-ENGINEERED BUILDINGS WITH RELATED MATERIALS AND SERVICE
RFP No. 110822
Expires: January 6, 2027

The new vendor list for Pre-Engineered Buildings with Related Materials and Service is effective July 25, 2025.

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.

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STATE OF HAWAII
STATE PROCUREMENT OFFICE

SPO Vendor List Contract No. 25-21

Effective: 07/25/2025

THIS SPO PRICE/VENDOR LIST CONTRACT IS FOR AUTHORIZED BUSINESS ONLY

SOURCEWELL
PRE-ENGINEERED BUILDINGS WITH RELATED MATERIALS
AND SERVICES
(RFP No. 110822)
July 25, 2025 to January 6, 2027

INFORMATION ON SOURCEWELL

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota that facilitates a competitive public solicitation and contract award process for the benefit of its 50,000+ participating entities across the United States and Canada. Cooperative purchasing provides participating entities and suppliers increased administrative efficiencies and the power of combined purchasing volume that result in overall cost savings.

A request for competitive sealed proposals was issued and a contract was awarded to two (2) qualified Contractors. The State of Hawaii has signed a Participating Addendum with one (1) contractor.

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

Executive Departments/Agencies	City and County of Honolulu (C&C Honolulu)
Department of Education (DOE)	Honolulu City Council
School Facilities Authority (SFA)	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
Public Charter School Commission and Schools	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 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.

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	Telephone	FAX	E-mail
Executive	Matthew Chow	586-0577	586-0570	matthew.m.chow@hawaii.gov
DOE	Procurement Staff	675-0130	675-0133	G-OFS-DOE-Procurement@k12.hi.us
SFA	Gaudencia "Cindy" Watarida	430-5531	n/a	cindy.watarida@k12.hi.us
HHSC	Nancy Delima	359-0994	n/a	ndelima@hhsc.org
OHA	Christopher Stanley	594-1833	594-1865	chriss@oha.org
UH	Sarah Allen	956-2189	956-2093	Sarah-Jane.Allen@hawaii.edu
Public Charter School Commission and Schools	Danny Vasconcellos	586-3775	586-3776	danny.vasconcellos@spcsc.hawaii.gov

Jurisdiction	Name	Telephone	FAX	E-mail
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
Honolulu City and County (C&C)	Procurement Specialist	768-5535	768-3299	bfspurchasing@honolulu.gov
Honolulu City Council	Kendall Amazaki, Jr.	768-5084	n/a	kamazaki@honolulu.gov
Honolulu City Council	Nanette Saito	768-5085	768-5011	nsaito@honolulu.gov
Honolulu Board of Water Supply	Procurement Office	748-5071	n/a	fn_procurement@hbws.org
HART	Dean Matro	768-6246	n/a	dean.matro@honolulu.gov
County of Hawaii	Diane Nakagawa	961-8440	n/a	Diane.Nakagawa@hawaiicounty.gov
Hawaii County Council	Diane Nakagawa	961-8440	n/a	Diane.Nakagawa@hawaiicounty.gov
County of Hawaii - Department of Water Supply	Ka'iulani L. Matsumoto	961-8050 ext. 224	961-8657	kmatsumoto@hawaiidws.org
County of Maui	Jared Masuda	463-3816	n/a	jared.masuda@co.maui.hi.us
Maui County Council	Marlene Rebugio	270-7838	n/a	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	245-5813	cerorita@kauaiwater.org

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 authorized contractors are listed in this vendor list contract. They have signed a Master Agreement with the State of Minnesota and a Participating Addendum with the Hawaii State Procurement Office.

Contractor:
ClearSpan Fabric Structures International Inc.

Master Agreement Number:
110822-CSS

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. 25-21. *No further compliance verification is required prior to issuing a contract, or purchase order when utilizing this contract.*

PURCHASE ORDERS shall be issued when utilizing this contract.

SPO VL CONTRACT NO. 25-21 & applicable SOURCEWELL MASTER AGREEMENT NUMBER shall be typed on purchase orders issued against this vendor list contract.

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.

LEASE AGREEMENTS are not allowed under this contract.

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)	0.50%	4.0%	4.7120%	12/31/2030
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>.

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.

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.

EMERGENCY PURCHASE. The FEMA special provisions have been added to the contract to allow departments/agencies to make purchases during a declared disaster and seek FEMA reimbursement during a declared emergency. 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:

- ClearSpan Fabric Structures International Inc.

CONTRACT INFORMATION

Scope of Work

Pre-Engineered Buildings with Related Materials and Services including but not limited to:

- a. Steel frame buildings, wood frame metal buildings, hybrid wood and steel buildings, precast concrete, and prefabricated buildings; and
- b. Services complementary to the solutions described above, including design build services, site preparation, installation, demolitions and disposal of existing structures, inspection, repair, and maintenance.
- c. Any additional services offered that are professionals listed in HRS 464 are excluded (architect, landscape architect, land surveying, professional engineer, professional surveyor and land surveyor).

AGENCY INSTRUCTIONS

1. Registration on Sourcewell is not required.
2. Agency shall reference the Sourcewell Master Agreement No. 110822-CSS.
3. Agency shall obtain a quote from the sales contact.
4. Agency shall verify that the contractor(s) or their subcontractors performing licensed work possess a valid certificate of insurance and are properly licensed in the State of Hawaii.

Department of Commerce and Consumer Affairs (DCCA) License Search - <https://mypvl.dcca.hawaii.gov/public-license-search/>

Note: Licensed work such as Foundation ("A" or "C-35), Plumbing ("C-37") and Electrical ("A" or "C-13) are not covered under the contract. Agency will need to conduct its own procurement.

5. Shipping will be added as a separate line item.
6. File the Manufacturer's Suggested Retail Price (MSRP) and Contract Price in the procurement file.

Note1: Contractor will not accept federal funds.

Note2: Payment shall be made by Purchase Order.



CLEARSPAN FABRIC STRUCTURES INTERNATIONAL INC.
Master Agreement No. 110822-CSS

Sourcewell URL: <https://www.sourcewell-mn.gov/cooperative-purchasing/110822-CSS>

Point of Contact for Ordering:

Brad Williams
Municipal Contract Sales Specialist
bwilliams@clearspan.com
(860) 528-1119 ext 1241

Remittance Address:

ClearSpan Fabric Structures International Inc.
703 Hebron Avenue,
Floor 3
Glastonbury, CT 06033
Vendor Code: 374753-00

To view products: <https://www.clearspan.com/>

More Information: [Cooperative Purchasing | ClearSpan](#)