

# 2025 SPO HŌ'IKE



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## AGENDA

- ❖ SPO Department Updates
- ❖ ADA Compliance
- ❖ Aloha eBUYS, Marketplace
- ❖ Small Business
- ❖ IRS/HCE Updates
- ❖ Cooperative Contract Updates

# Legislative Updates

- ACT 021 – Corrects the definition for Plug-in-hybrid electric vehicles and Zero-emission vehicles.
- ACT 262 – Increases the small purchase threshold from \$25K to less than \$50K for electronic procurement (**note: Executive Branch remains at \$15K**)
- ACT 063 – Executed contracts in violation of the State's Lobbyist law may be voided.

# Accessibility Compliance

All **Electronic Information Technology** (EIT) developed, purchased, used, or provided by a state entity are required to be made accessible to individuals with a disability.

EIT includes **electronic information, software, systems, and equipment** used in the creation, manipulation, storage, display, or transmission of data.

1. Internet and intranet systems
2. Websites and interfaces
3. Software applications
4. Operating systems
5. Video and multimedia
6. Telecommunication products
7. Electronic and digital kiosks
8. Information transaction machines
9. Copiers and printers

# Digital Accessibility

Digital accessibility means designing websites, apps, and content so everyone, including people with disabilities, can access and use them equally.

- Equal access to information and services
- Compliance with state and federal laws
- Better usability for everyone
- Builds trust and inclusion

# Recent News

**June 27, 2022** – Act 172 signed, directing ETS and DCAB to create State Accessibility Standards

**April 24, 2024** – DOJ rule issued, requiring WCAG 2.1 AA compliance by April 24, 2026

**Dec 26, 2024 / Jan 22, 2025** – Hawai'i EIT Disability Access Standards published and revised

**May 27, 2025** – CPO issued Procurement Circular 2025-07, Electronic Information Technology (EIT) Accessibility Compliance in Procurement



# Procurement Circular 2025-07

- Clearly communicate the expectation that vendors and contractors are held to the Access Standards, see Hawai'i EIT Disability Access Standards.
- Keep documentation of their accessibility evaluation and selection criteria for the evaluation of proposals
- Where applicable, the vendor shall provide the state entity with its most recent Accessibility Conformance Report (ACR)

# Procurement Circular 2025-07 (cont.)

- Ensure all solicitations and contracts procuring EIT include the following language:

“All electronic information technology developed or provided under this contract or procurement shall comply with the applicable requirements of the Hawaii Electronic Information Technology Disability Access Standards (Access Standards).”
- Price/Vendor Lists: Agencies shall ensure that task orders, statements of work, or requests for quotations include the requirement to comply with the Hawaii Electronic Information Technology Disability Access Standards.



# Action Items

## Hawai'i Access Standards

**Due July 22, 2025** – State entities must update procurement and development policies to align with the revised standards.

## DOJ Final Rule

**Due April 24, 2026** – State and local governments must ensure websites and mobile apps meet WCAG 2.1 Level AA.

# Learn More

## **Hawaii Access Standards**

<https://ets.hawaii.gov/policies/>

## **DOJ Final Rule**

<https://www.ada.gov/resources/2024-03-08-web-rule/>

## **Procurement Circular 2025-07**

[https://spo.hawaii.gov/wp-content/uploads/2025/06/2025-07\\_Digital-Accessibility-Compliance-in-Procurement-part-1-signed.pdf](https://spo.hawaii.gov/wp-content/uploads/2025/06/2025-07_Digital-Accessibility-Compliance-in-Procurement-part-1-signed.pdf)



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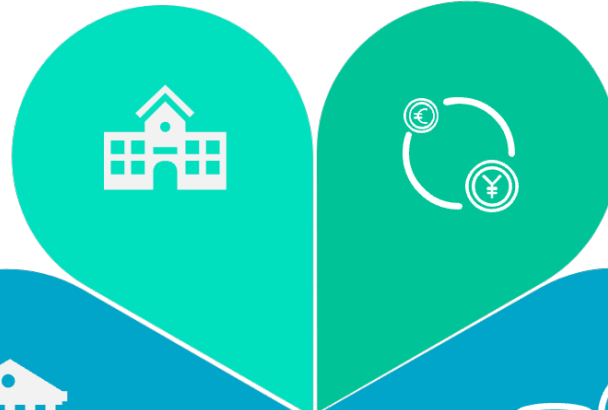


**THE FUTURE OF PROCUREMENT FOR THE STATE OF HAWAII**



# Aloha eBUYS Goals

**Expand availability and use of statewide contracts** by Executive Branch Departments and other CPO Jurisdictions



**Improve transparency and accountability** through deployment of robust, self-service public access to meaningful procurement, contract, opportunity, and spend information services



**Improve compliance** with procurement requirements and governance through automated workflows



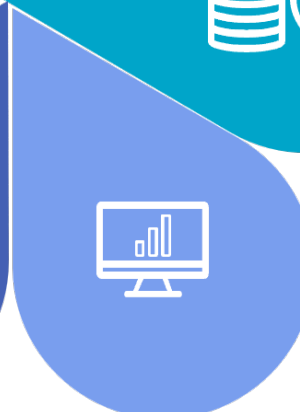
**Reduce prices for state purchases** through increased vendor competition and access to accurate spend and contract data



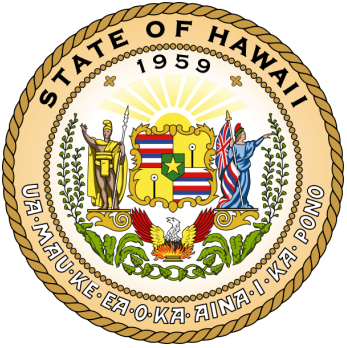
**Increase efficiency of the procurement process** through the automation and streamlining of manual, paper-based processes



**Improve spend under management** through the use of enhanced strategic procurement practices and accurate spend data



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# Small Business Assistance Initiative Overview

Keari Shibuya

Small Business Procurement Coordinator





- **Introduction**
- **How you can participate now**
- **Plans for the future**

# Did you know the State of Hawai'i has a Small Business Initiative?

“to ensure that small businesses, including businesses owned by veterans, Native Hawaiians, and women, are able to effectively participate in small business contracting opportunities in the State”





# History

- ❖ Act 50, SLH 2005 – Enacted to promote the growth and development of small businesses in Hawaii through the establishment of a small business preference program
- ❖ Act 213, SLH 2007 – Approved funding for a Small Business Procurement Coordinator with the purpose of implementing HRS §103D part IX
- ❖ 2007 Interim Small Business Preference HAR §3-124-73 expired in 2011 because there was no dedicated position or small business office to carry out rules, and the rules failed to help the small business community
- ❖ Act 42, SLH 2017 – Created a small business initiative; did not receive funding
- ❖ Act 168, SLH 2022 – Current small business assistance initiative

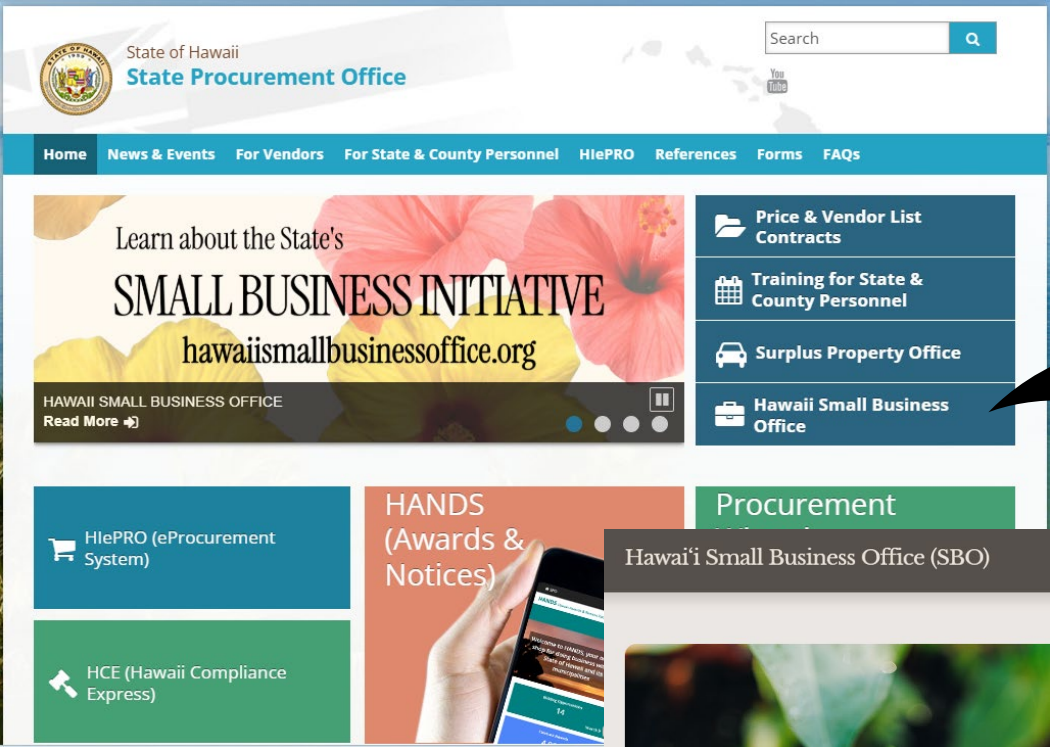




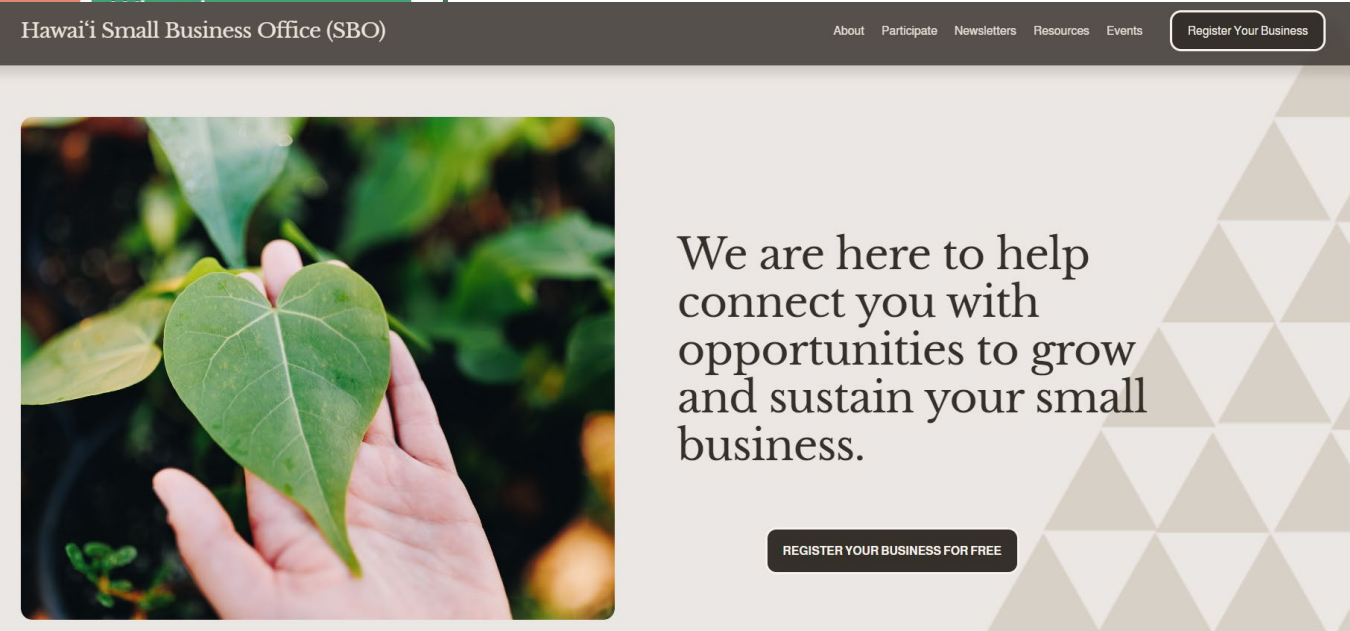
**SBPC/SBO = The bridge between small businesses and government procurement**



spo.hawaii.gov



**hawaiiismallbusinessoffice.org**



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## Step-by-Step: How to Participate in State Government Contracting Opportunities



### Step 1

Create a myHawaii account by going to:

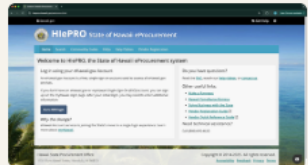
<https://my.hawaii.gov/individuals/create-a-myhawaii-account/>



### Step 2

Register in the Small Business Database on the Hawai'i Awards & Notices Data System site.

<https://hands.ehawaii.gov/hands/smallbusiness>



### Step 3

Register in HiePro to view and respond to State of Hawai'i bidding and solicitation opportunities.

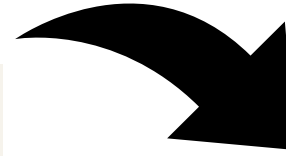
<https://hiepro.ehawaii.gov/welcome.html>



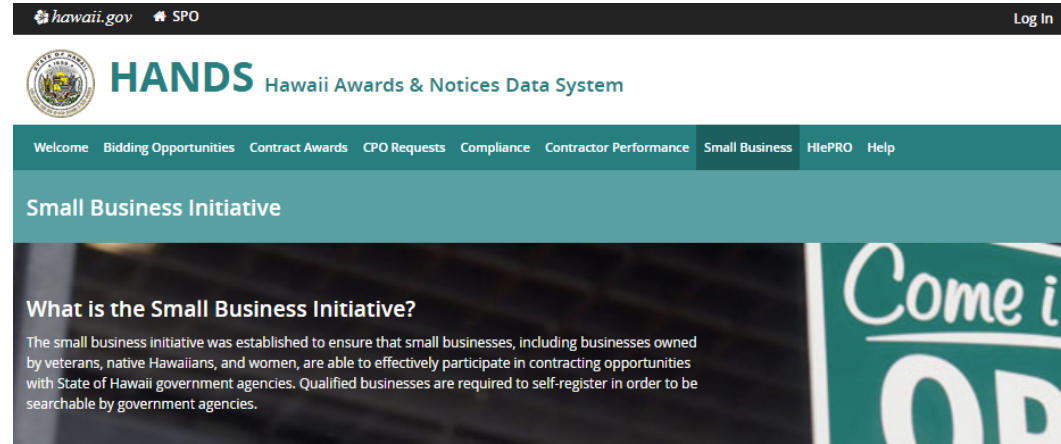
### Step 4 (Coming Soon)

Register now in Aloha eBUYS to be prepared to receive future bidding notifications as the State rolls out its NEW eProcurement system.

<https://alohaebuy.hawaii.gov/bso/>



## Register as a small business in HANDS



### What is the Small Business Initiative?

The small business initiative was established to ensure that small businesses, including businesses owned by veterans, native Hawaiians, and women, are able to effectively participate in contracting opportunities with State of Hawaii government agencies. Qualified businesses are required to self-register in order to be searchable by government agencies.

### How to Register

1. Verify that your business meets the [size standards for a small business](#) established by the Small Business Administration.
2. Create an myHawaii Account. Watch the [Create Account](#) video to learn how.
3. Complete the small business registration form.

[Start a New Registration >](#)



### Search Small Businesses

Search for businesses who have completed the small business registration.

[Search Small Businesses >](#)



### Resources

Access helpful resources for small businesses.

[View Resources >](#)



### Small Business Administration

Access the SBA's table of small business size standards to help assess your business size.

[View Size Standards >](#)



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# Goals & Objectives

- I. Small Business Database – register in HANDS & Aloha eBUYS**
- II. Small Business Surveys**
  - Small Businesses
  - Government procurement personnel
- III. Draft Hawaii Administrative Rules for small business assistance**
- IV. Rollout of Interim Administrative Rules**
  - Training for procurement personnel
  - Training for small businesses
- V. Ongoing awareness and training**





## Need help registering your small business, or have questions?

The Small Business Office offers **free technical assistance** to small business owners who want to register their small businesses with the State of Hawai'i. We have a dedicated workspace available to small businesses for computer use and access to free print/scan/copy.

Call or email us to schedule a visit for technical assistance.

[SCHEDULE AN APPOINTMENT](#)



## Hours & Location

### Address

680 Iwilei Rd, Suite 600  
Honolulu, HI 96817

### Hours of Operation

Monday – Friday  
8:30 AM – 5:00 PM

### Contact

Phone: (808) 466-1403  
Email: [sbo@sphawaii.com](mailto:sbo@sphawaii.com)

## Contact

[hawaiiismallbusinessoffice.org](http://hawaiiismallbusinessoffice.org)



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# Mahalo for your time!



Keari Shibuya

Small Business Procurement Coordinator

[keari.a.shibuya@hawaii.gov](mailto:keari.a.shibuya@hawaii.gov)

# **Internal Revenue Service (**IRS**) & Hawaii Compliance Express (**HCE**) Update and On-Demand Interpretation & Translation Services – Statewide Contract (**Coming Soon**)**

Stacey Kauleinamoku-Murakami  
State Procurement Office  
Purchasing Specialist



# NEW! IRS Updates in Hawaii Compliance Express (HCE) – Bad News/Good News

- Effective September 15, 2025, the Internal Revenue Service (IRS) discontinued administrative access to the HCE Program
- DO NOT PANIC!! – This update affects **vendors only**





# IRS/HCE Updates – HCE Banner

- After September 15, 2025, HCE applications submitted will require a Tax Compliance Report (TCR) from the IRS to be uploaded

Applications submitted after September 15, 2025 will require a Tax Compliance Report (TCR) from the IRS. The TCR can be downloaded for free at <https://www.irs.gov/individuals/tax-compliance-report>. If your IRS compliance status is Pending or Not Compliant, please upload the compliant TCR by clicking on your Status and editing your application. [Download the guide](#)



**Hawaii Compliance Express** - Certificate of Compliance

**Welcome to Hawaii Compliance Express**

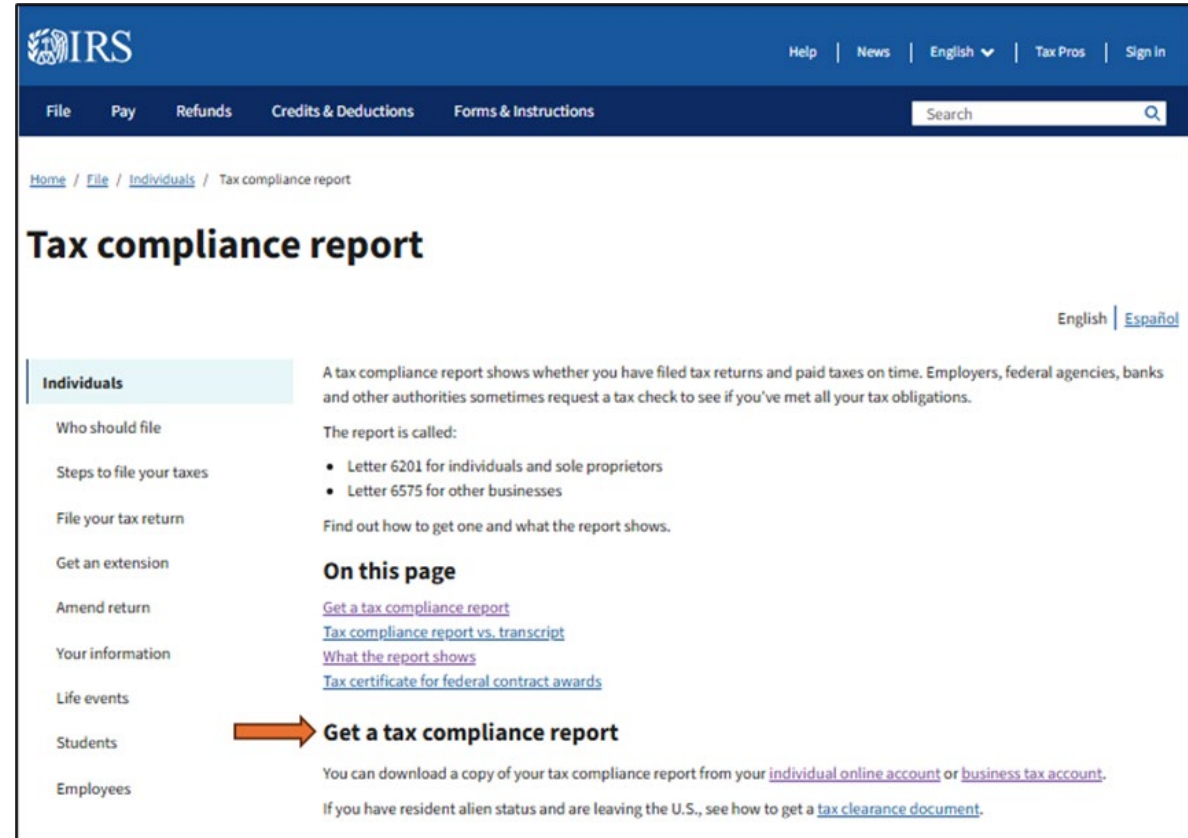
HCE saves you time and hassle by providing an online "Certificate of Compliance" for your business



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# What is a Tax Compliance Report (TCR)??

- A TCR shows whether the vendor has filed tax returns and paid taxes on time
- Free to download for individuals and businesses
- Summarizes vendor's IRS compliance status as:
  - Compliant,
  - Non-compliant, or
  - Compliance issue



<https://www.irs.gov/individual/tax-compliance-report>

# HCE IRS Compliance Statuses

- “Pending” or “Not Compliant” Statuses
  - Vendors must download a compliant TCR from the IRS site
  - A TCR must be uploaded to be “Compliant” with the IRS
- “Compliant” Status
  - **No Action Required** by the vendor

**NOTE: This change only affects the compliance status from the IRS and does NOT affect the compliance statuses from the Department of Taxation (DOTAX), the Department of Labor & Industrial Relations (DLIR), or the Department of Commerce & Consumer Affairs (DCCA).**

# Vendors: Who, They Going to Contact??

Issues/Questions from Vendors	Who To Contact
For help obtaining their TCR from the IRS	<b>Internal Revenue Service (IRS)</b> Hawaii Tax Clearance Program (808) 466-6011
If HCE IRS status says “Pending” or “Not Compliant”	
For IRS assistance online, by phone, or in-person	<a href="https://www.irs.gov/help/let-us-help-you">https://www.irs.gov/help/let-us-help-you</a>
For technical problems uploading their TCR to HCE	<b>Tyler Hawaii</b> Technical Support (808) 695-4620 <a href="mailto:hce@ehawaii.gov">hce@ehawaii.gov</a>
For HCE registration and/or renewal questions	

For HCE’s Frequently Asked Questions (FAQs), go to: <https://spo.hawaii.gov/faqs/#tabs-5>

# SPO's On-Demand Interpretation & Translation Services – Statewide Contract (*Coming Soon*)

- New! Contract will include:
  - In-Person interpreting services
  - On-Demand remote interpreting services
  - Document translation services
- Purpose:
  - To provide services 365-days a year, 7-days a week on an “as-needed” basis
  - To be used for Limited English Proficient (LEP) clients needing immediate interpreter or translation services
- Type of Contract:
  - Multiple Award
  - Indefinite Quantity (SPO Price List or Vendor List Contract)

# RFP26002's Schedule (*Tentative*)

Event	Date
Solicitation Release:	September 18, 2025
Question Submittal Deadline:	October 2, 2025; 2:30pm
Answers to Questions:	October 10, 2025; 2:30pm
Proposal Due Date and Time:	October 27, 2025; 2:30pm
Estimated Date for Discussions, if necessary:	November 17 – November 21, 2025
Estimated Due Date for BAFO, if necessary:	December 1, 2025
Anticipated Award Date:	December 8, 2025
Estimated Contract Start Date;	December 16, 2025, or sooner



# Translation Services Exemption (PE26-008J)

- Where is the exemption?
  - Posted on SPO's HANDS CPO Requests site at: <https://hands.ehawaii.gov/hands/approvals>
- What are the services being provided?
  - On-Demand translation services on an “as-needed” basis
  - To assist in meeting the needs of Limited English Proficient (LEP) clients
- Who can utilize the exemption?
  - May only be utilized by the Executive Branch Departments/Agencies
- How long is the exemption for?
  - 8/20/2025 (Date of CPO Approval ) to 12/31/2025

Thank  
you for  
your  
time

**Questions? Please Contact:**

Stacey Kauleinamoku-Murakami at (808) 586-0571 or  
[stacey.L.kauleinamoku@hawaii.gov](mailto:stacey.L.kauleinamoku@hawaii.gov)



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# Unarmed Security Guard Services

# NASPO ValuePoint Debris Removal and Monitoring Services

State Procurement Office (SPO)

Matthew Chow



# Unarmed Security Guard Services

	SPO	NASPO
Contractors	1. American Guard Services Inc. 2. Arekat Pacific Security Inc.	1. Servexo dba Servexo Protective Services 2. Universal Protection Services LLC dba Allied Universal Security Services
Contract Term	05/01/2023 – 06/30/2027	05/28/2025 – 05/30/2028
Renewal Period	06/30/2029	05/30/2030
Contracts Fully Executed, Posted on the SPO website and available for your use	YES	PENDING

# NASPO ValuePoint Debris Removal and Monitoring Services - Scope of Work

- I. Overview
- II. Debris Removal
- III. Debris Monitoring

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# NASPO ValuePoint Debris Removal and Monitoring Services - Scope of Work

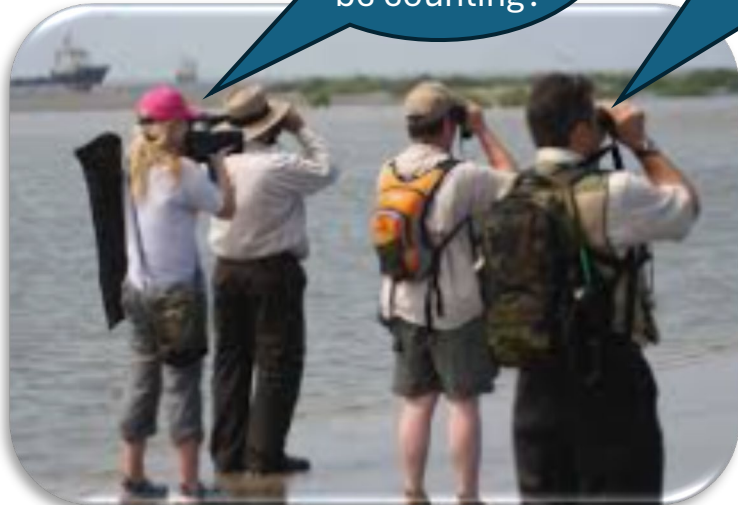
- I. Overview
- II. Debris Removal
- III. Debris Monitoring



I thought  
Alan is  
supposed to  
be counting?

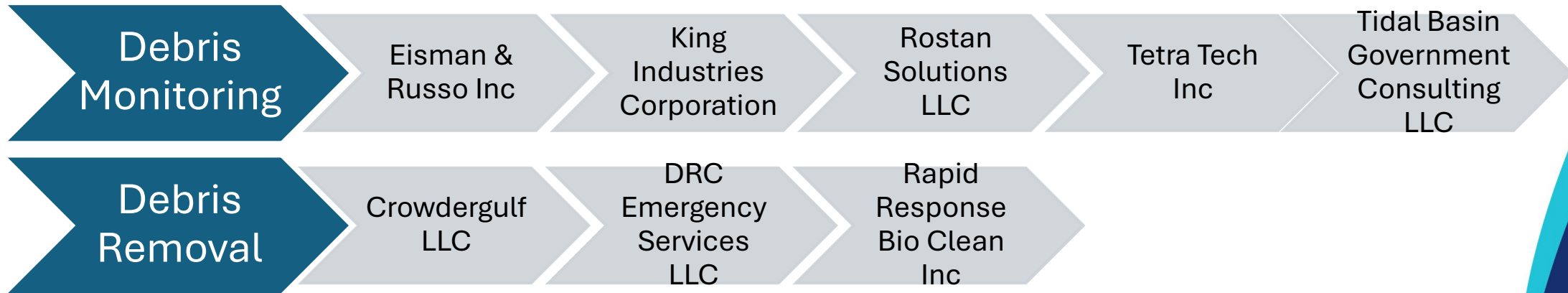
...he said he  
can only  
count two at  
a time

**Monitor debris contractor's day-to-day operations to ensure the applicants' expectations and contractual requirements are being met.**





# NASPO ValuePoint Debris Removal and Monitoring Services - Contractor Update



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# SPO Vendor List 21-07

## NASPO Wireless Voice, Data & Accessories

State Procurement Office (SPO)

Alan Yeh

Purchasing Specialist





# Vendors

- AT&T Mobility LLC
- Cellco Partnership dba Verizon Wireless
- DiscountCell, Inc.
- Geotab USA, Inc.
- T-Mobile USA, Inc.

# Goods and Services

- Satellite
- Equipment and Accessories
- Fleet Management Solutions



# Satellite Services, Equipment & Accessories, and Vehicle Telematics

## **Satellite Services**

- AT&T – Satellite solutions with FirstNet
- Verizon Wireless – Deployable assets and Telematics
- T-Mobile – T-Priority

## **Equipment and Accessories**

- AT&T Corp.
- DiscountCell, Inc.
- Verizon Wireless
- T-Mobile USA, Inc.

## **Telematic – Fleet Management Solutions**

- AT&T Corp.
- Geotab USA, Inc.
- T-Mobile USA, Inc.
- Verizon Wireless

# NASPO ValuePoint Products and Supplies for Correctional Facilities and Incarcerated Individuals

SPO Price List 25-22

Kelli Nekomoto



# Categories

SPO Price List 25-22



Clothing & Uniforms



Undergarments



Footwear



Personal Hygiene & Care



Mattresses &  
Linens



Evidence & Inmate  
Property Storage



Kitchen



Laundry



Recreational



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Competitive Prices

Millions of Products

Free 2-Day Shipping



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business prime  
amazon



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Amazon Sphere (Seattle, WA)

Follow procedures stated in:  
Procurement Circular 2019-09  
Procurement Circular 2019-10

pCards are the only accepted method of payment  
Maximum spend per transaction is \$2,500

# Restricted Items

## Organization restricted

- **Admin note:** "This category of items is restricted."
- **Admin note:** "This item is not associated with Business Prime. You can place the order but shipping charges may apply."

[^ See less](#)

[See policies affecting this product](#)



Alcohol



Food



Groceries



Services





Contact your Amazon Department Administrator for Questions  
Visit Matt Dewolf (Amazon Account Manager) on the 4<sup>th</sup> floor

# Coarse Paper Products

State Procurement Office (SPO)

Jittima Laurita (Jah)

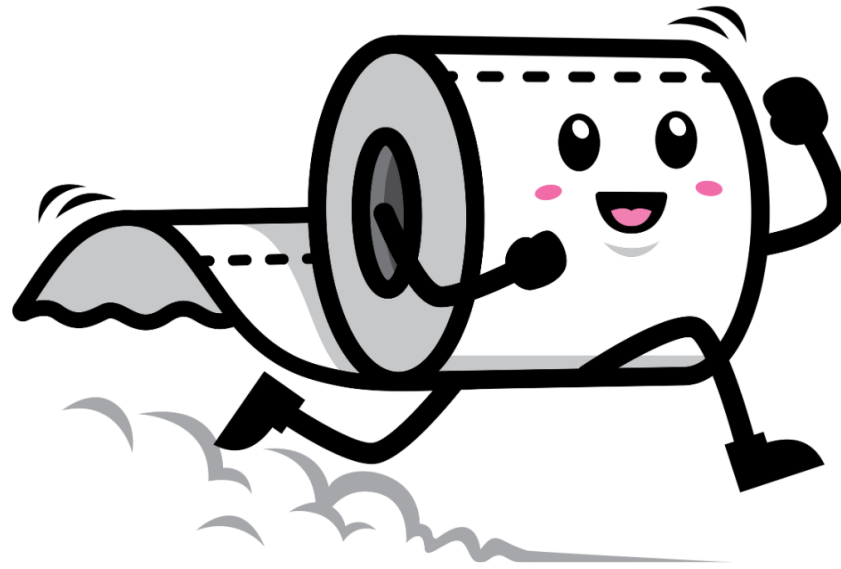
# Coarse Paper Products

## Price List No. 25-15

**TOC:** September 15, 2025 to August 31, 2026

### Products:

- Toilet Tissues
- Paper Towels
- Toilet Seat Covers
- Sanitary Napkin Bags





# Coarse Paper Products

## Vendors:

- Imperial Bag & Paper Co. LLC
- ODP Business Solutions, LLC
- NEW!** • Premium Inc.
- NEW!** • Veritiv Operating Company

