

HAWAII PROCUREMENT CODE

Fiscal Year End: June 30

1. **Prequalifications:** None
 - a. **HI Procurement Code §103D-311a** → The policy board may adopt rules to pre-qualify prospective suppliers for particular types of goods, services, and construction or to limit a solicitation to pre-qualified vendors to meet statutory or licensing requirements applying to the solicitation or when the time necessary to verify vendor qualifications would jeopardize timely award of contracts.
 - b. **HI Procurement Code §103D-311b** → A prospective supplier may be pre-qualified for a particular type of goods or services. Solicitation mailing lists of potential contractors shall include, but shall not be limited to, pre-qualified suppliers

2. **Auto-drop:** None

3. **Life Cycle Costing (LCC):** Evaluations based on LCC are allowed if stated in the IFB.
 - a. **HI Procurement Code §103D-302(f)** → Bids shall be evaluated based on the requirements set forth in the invitation for bids. These requirements may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs, and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that are not set forth in the invitation for bids.

4. **Piggybacking:** Yes.
 - a. **HI Procurement Code §103D-802** → **Cooperative purchasing authorized.** A public procurement unit may either participate in, sponsor, conduct, or administer a cooperative purchasing agreement for the procurement of goods, services, or construction with one or more public procurement units, external procurement units, or nonprofit private procurement units pursuant to rules adopted by the policy board and an agreement entered into between the participants. The cooperative purchasing may include, but shall not be limited to, joint or multi-party contracts between public procurement units, and state public procurement unit requirements contracts which are made available to local public procurement units. Cooperative purchasing agreements may be exempt from preferences pursuant to part X.

5. **Recycle Preferences:** Products containing recycled materials are encouraged to be purchased over products containing no recycled material.
 - a. **§103D-1005 Recycled products.** (a) To encourage the use of recycled products, contracts shall be awarded to the lowest responsible and responsive bidders, with preference being given to the products containing recycled material. The policy board shall adopt rules in accordance with chapter 91 governing preference for recycled products. The rules shall establish percentages of preference and the method of determining the contents of recycled material to qualify various products for preference.
http://www.capitol.hawaii.gov/hrscurrent/Vol02_Ch0046-0115/HRS0103D/HRS_0103D-1005.HTM

6. **Minority/Small/Disadvantaged Business Enterprise preferences:** Statewide goal that 20% of all procurements go to SBEs.
 - a. **HI Procurement Code§103D-903c.7** → Establish the goal that twenty per cent of the State's annual purchasing expenditure be awarded to small business; and
7. **Cooperative Purchasing**

National IPA

The City of Tucson, AZ has awarded a national cooperative purchasing agreement available to agencies through National Intergovernmental Purchasing Alliance (National IPA). Visit the National IPA website for state specific information <http://www.nationalipa.org/statutes.html>

National Joint Powers Alliance (NJPA)

NJPA currently supports over 100 national contracts for products and services that are available to local governmental agencies and other not for profit entities. Additional information can be found by visiting NJPA's State Procurement Resources web site. <http://www.njpacoop.org/national-cooperative-contract-solutions/legal-authority/>

***** Hawaii Procurement Code:**

http://www.capitol.hawaii.gov/hrscurrent/Vol02_Ch0046-0115/HRS0103D/