

STATE OF HAWAII  
STATE PROCUREMENT OFFICE  
HONOLULU, HAWAII

July 1, 2024

ADDENDUM 6  
TO  
REQUEST FOR PROPOSALS  
RFP-24008

PROCUREMENT ASSISTANCE AND SUPPORT SERVICES  
(PASS)

This Addendum modifies or clarifies the solicitation documents only to the extent indicated herein, and all portions thereof not specifically affected by the addendum shall remain in full force and effect. All addenda shall be added to and form a part of the RFP documents, including the answers to the questions.

**IMPORTANT: QUESTIONS ARE NOW PUBLISHED IN HAWAII'S ePROCUREMENT SYSTEM AND MAY BE FOUND IN THE Q&A TAB. DUE TO THE VOLUME OF QUESTIONS, ANSWERS SHALL BE MADE AVAILABLE THROUGH ADDENDA AS AN ATTACHMENT IN HIePRO.**

**FUTURE ADDENDA SHALL PROVIDE ANSWERS TO REMAINING QUESTIONS UNTIL ALL QUESTIONS ARE ANSWERED.**

*The following question pertains to the current PASS Portfolio:*

**Question 73:** General question, no page no. Who is the incumbent on this project?

**Answer 73:** Incumbents may be viewed at <https://naspo.valuepoint.org/portfolio/procurement-acquisition-support-services-2019-2024/>

*The following question pertains to Attachment 03 RFP Evaluation Plan:*

**Question 90:** Question: Will the same evaluation committee be used for the resolicitation?

**Answer 90:** See Attachment 03 RFP Evaluation Plan, I. EVALUATION OF PROPOSALS, which states:

The determination has been made that an evaluation committee of at least three (3) qualified government employees approved by the State Procurement Office's (SPO) Procurement Officer, shall evaluate proposals for the NASPO Value Point Master Agreements. The evaluation will be based solely on the evaluation criteria provided in the RFP.

Pursuant to Hawaii Administrative Rules, Section §3 122-9.01 Disclosure of information. A purchasing agency shall not disclose the name of members of an evaluation committee prior to the posting of the award. Note: This is not the exact citing of HAR §3 122-9.01.

***The following question pertains to the Scope of Work.***

**Question 66:** How many categories are there, just the 13 listed?

**Answer 66:** Descriptions of the 17 Service Categories begin on page 8 of Attachment 02, Scope of Work.

***The following question pertains to Participating Addenda:***

**Question 69:** Does this agreement apply to all departments within the state or will there be ancillary agreements?

**Answer 69:** A state must first elect to execute a Participating Addendum. The State may elect what departments/political subdivisions may be included or excluded from the PA. There may be a need for ancillary agreements. See Attachment 04, Section IV for more information on Participating Addendums.

***The following questions pertain to Attachment 05 Participation Information.***

**Question 67:** What is the commit from these states and what is the plan for adding other states in the contract period?

**Answer 67:** See Attachment 05, **Interested States**. As stated, “The states below have requested to be named in this RFP as potential participants in the resulting Master Agreements(s).” However, the RFP also states, “**No minimum or maximum level of sales volume is guaranteed or implied.**”

Any state may utilize the portfolio after complying with its own state laws and fully executing a Participating Addendum at any time during the contract period.

**Question 68:** Will it lead to a master contract in each of these states listed?

**Answer 68:** See Attachment 05, **Interested States**. As stated, “The states below have requested to be named in this RFP as potential participants in the resulting Master Agreements(s). This list neither guarantees execution of a Participating Addendum by an Interested State nor precludes execution of a Participating Addendum by any state or entity not identified as an Interested State.”

A Participating Addendum may not be fully executed with each state listed.

At the same time, a state not listed may fully execute a participating addendum after complying with its own state laws.

The following change is made to the RFP:

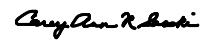
**Change No. 1:**

**AMEND** the proposal due date as follows:

From July 23, 2024

To: July 30, 2024

Time to remain the same.



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Carey Ann Sasaki  
Procurement Officer