



EXECUTIVE CHAMBERS  
HONOLULU

LINDA LINGLE  
GOVERNOR

January 20, 2006

EXECUTIVE MEMORANDUM

MEMO NO. 06-01

TO: Executive Department Heads

SUBJECT: Transparency in Procurement

Effective January 23, 2006, I am requiring that all Executive Department Heads ensure that all procurements by agencies under their control that are subject to the Hawaii Public Procurement Code, Section 103D, HRS, demonstrate that their procurement of goods, services, and construction are subject to full and open competition. Departments shall fulfill this requirement by posting information on the following types of procurement on the State Procurement Office website at [www.spo.hawaii.gov](http://www.spo.hawaii.gov).

Section 103D-302, HRS	Competitive Sealed Bid (IFB) Awards
Section 103D-303, HRS	Competitive Sealed Proposal (RFP) Awards
Section 103D-305, HRS	Small Purchase Awards Between \$15,000 - \$25,000
Section 103D-102, HRS	Exempt Awards

These postings will greatly increase transparency in State procurement far beyond awards under Section 103D-304, HRS, for Professional Services which are required to be posted by law.

Instructions for posting are on the State Procurement Office website in the "Procurement Reporting System Handbook." I support and am requiring full compliance with procedures described in Procurement Circular No. 2006-01, which will be issued shortly.

Please call Russ Saito at 586-0400 if you have any questions. At the Cabinet Level, Russ is helping to lead our efforts to improve trust in government and the procurement process.

LINDA LINGLE