



October 24, 2013

**ADMINISTRATIVE PROCEDURES MEMORANDUM NO. 13-21**

TO: University Administrators and Chancellors

FROM: Howard Todo *Howard Todo*  
Vice President for Budget and Finance/Chief Financial Officer

Subject: New Administrative Procedures A8.246 and A8.281

Transmitted herewith are the following new Administrative Procedures:

- A8.246 Professional Services Procurement for Architects, Engineers, Land Surveyors, and Landscape Architects; and
- A8.281 Construction

These procedures are issued to implement the requirements of Act 87, Session Laws of Hawaii 2013, which provides that the Administrator of the State Procurement Office shall serve as the Chief Procurement Officer for the University for professional services furnished by licensees under Chapter 464, HRS, and construction.

Any questions concerning these procedures should be directed to the Office of Procurement and Real Property Management at (808) 956-8687.

Attachments