



Notice of Award

HiePRO - State of Hawaii eProcurement

08/03/2022 08:58 AM

Budget & Finance

<http://hiepro.hawaii.gov>

Executive Search Firm Services for Recruitment of ERS CIO Q22002807

Award

Notice Date: **08/03/2022**

Competition type: **Adequate Competition**

Awardee

Legal Name: **Kumabe HR, LLC**

Address: **3465 Waialae Avenue, Suite 230, Honolulu, HI 96816**

Quoted: **Marie Kumabe**

Email: **marie@kumabehr.com**

Phone: **808-629-7650**

To be delivered at

Department: **Budget & Finance**

Division: **Employees Retirement System**

Address: **201 MERCHANT STREET SUITE 1400**

Address 2: **CITY FINANCIAL TOWER**

City: **HONOLULU**

State: **HI** Zip Code: **96813**

Billing address

Address: **201 MERCHANT STREET, Suite 1400**

Address 2: **City Financial Tower**

City: **HONOLULU**

State: **HI** Zip Code: **96813**

Buyer Information

Contact Person

Email

Phone

STEVEN MELENDREZ

steven.melendrez@hawaii.gov

808-586-1776

Line Items

Item	Unit of Measure	Quantity	Unit Price	Extended Price
Executive Search Firm Services for Recruitment of ERS CIO	JOB	1	\$57,000.00	\$57,000.00
Total:				\$57,000.00

Instructions:

- **TRANSACTION FEES:** The awarded vendor shall pay a transaction fee of 0.75% (.0075) of the award, not to exceed \$5,000 for each award. This transaction fee shall be based on the original award amount and the awarded vendor shall be responsible for payment of the fee to NIC Hawaii, the vendor administering the HlePRO. Payment must be made to NIC Hawaii within thirty (30) days of receipt of invoice. The invoice is generated based on the date the award is posted.
- **HAWAII GENERAL EXCISE TAX (GET):** Unless otherwise stated in this solicitation, vendors shall include all applicable taxes in the price submitted. The Hawaii General Excise Tax (GET) shall not exceed 4.712% for the islands of Hawaii, Kauai and Oahu and 4.166% for the island of Maui.
- **ADDITIONAL FEES AND CHARGES:** Vendors shall include all applicable fees, charges, surcharges, shipping/handling, delivery, or any other charges associated with this solicitation in the price submitted.

General Comments:

Pleased at the interest expressed by the Offeror's to ERS concerning this solicitation and thank the Offeror's for their participation.

Award to Kumabe HR based upon professional experience in executive search of CIO position for public pension systems, licensed by the State of Hawaii PVL Board to provide requisite services in Hawaii, offer represents best value to the State and is most responsive and responsible Offeror.

Procurement Officer name:

Thomas Williams, Executive Director

State of Hawaii
Employees' Retirement System
Requisition & Purchase Order

APPROVED

THIS PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CARTONS, AND CORRESPONDENCE RELATED TO THIS ORDER.

Notice to vendors

Conditions of purchase are listed on the back side of this purchase order.
Please read carefully. Payments may be delayed if all steps are not followed.

Vendor: KUMABE HR LLC
3465 WAIALAE AVE, SUITE 360
HONOLULU, HI 96816
United States

Ship To

City Financial Tower
201 Merchant Street
Suite 1400
Honolulu, HI 96813-2980
United States

Bill To:

City Financial Tower
201 Merchant Street
Suite 1400
Honolulu, HI 96813-2980
United States

The State of Hawaii is an EQUAL OPPORTUNITY and AFFIRMATIVE ACTION employer. We encourage the participation of women and minorities in all phases of employment.

Customer Acct. #	Vendor #	Date of Order:	Buyer	Revised Date/Buyer
	643	05-AUG-22	A READ	
Payment terms		Ship Via:		FOB
IMMEDIATE		Requestor/Deliver to:		
Freight terms		WOLFE, LARRY		

Item #	Description	Delivery Date	Quantity/Unit	Unit price	Total cost	Tax
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1	All prices and amounts on this order are expressed in : US Dollar				57,000.00	N
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EXECUTIVE SEARCH FIRM
SERVICES FOR
RECRUITMENT OF ERS
CHIEF INVESTMENT
OFFICER (CIO), HIEPRO
NO Q22002807

o SHIP TO:
Address at top of page

TOTAL

57,000.00

Authorize issuance of the order and certify that this purchase is in accordance with applicable law.


Purchasing Officer - Signature

7/5/22
Date

FEDERAL TAX IDENTIFICATION NUMBER

CONDITIONS - READ CAREFULLY

1. Prices include delivery charges unless otherwise stated.
2. Show purchase order number, date, appropriation symbol, and discounts allowed on all invoices.
3. The State reserves the right to reject any items supplied that are not in accordance with specifications even though payment has been made in order to obtain discounts.
4. This is not a purchase order unless assigned a P.O. number and authenticated by authorized signature.
5. Send original and three (3) copies of invoice. (The original invoice is required under sections 40-56 and 40-57, Hawaii Revised Statutes, before payments can be made.)
6. Vendor and purchaser recognize that in actual economic practice, overcharges resulting from antitrust violations are in fact usually borne by the purchaser. Therefore, vendor hereby assigns to purchaser any and all claims for such overcharges as to goods and materials purchased in connection with this order or contract, except as to overcharges which result from antitrust violations commencing after the price is established under this order or contract and which are not passed on to the purchaser under an escalation clause.