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DEPARTMENT OF BUDGET AND FISCAL SERVICES
KA 'OIHANA MĀLAMA MO'OHELU A KĀLĀ
CITY AND COUNTY OF HONOLULU

530 SOUTH KING STREET, ROOM 208 • HONOLULU, HAWAI'I 96813
PHONE: (808) 768-3900 • FAX: (808) 768-3179 • WEBSITE: honolulu.gov/budget

RICK BLANGIARDI
MAYOR
MEIA

ANDREW T. KAWANO
DIRECTOR
PO'O

CARRIE CASTLE
DEPUTY DIRECTOR
HOPE PO'O

February 27, 2025

The Honorable Tommy Waters
Chair and Presiding Officer
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawai'i 96813

Dear Chair Waters and Councilmembers:

SUBJECT: Report of Gift Valued in Excess of $2,500 and Requested Acceptance

We respectfully request the acceptance by the City Council on behalf of the City and County of Honolulu of a gift to the City valued in excess of $2,500 under the provisions of Resolution 05-349, CD1, FD1. A proposed resolution accepting the gift is attached for the City Council's favorable consideration. The Department of Budget and Fiscal Services ("BFS") has taken custody of the gift. The recommendation of the Managing Director is evidenced by his signature below.

The gift of $2,800.00 from National Association of State Procurement Officials ("NASPO") will allow Paula Youngling to attend the 2025 NASPO Exchange Conference from March 3-6, 2025, in Las Vegas, Nevada.

DEPT. COM. 135

We apologize for the delay in submitting this request and appreciate the City Council's favorable consideration of the resolution and continued support. If you have any questions concerning this matter, please call me at (808) 768-3901.

Sincerely,

Andrew T. Kawano
Director Designate

Attachment

APPROVED:

Michael D. Formby, Managing Director Designate
Office of the Managing Director

HONOLULU CITY COUNCIL

KE KANIHELA O KE KALANA O HONOLULU

CITY AND COUNTY OF HONOLULU

No. _____

RESOLUTION

ACCEPTING A GIFT OF TRANSPORTATION, LODGING AND REGISTRATION FEE WITH AN ESTIMATED VALUE OF $2,800 TO THE CITY FROM THE NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (NASPO) FOR ONE STAFF MEMBER FROM THE CITY AND COUNTY OF HONOLULU TO ATTEND THE NASPO EXCHANGE CONFERENCE AND TRAINING EVENT IN LAS VEGAS, NEVADA FROM MARCH 3-6, 2025.

WHEREAS, Section 13-113 of the Revised Charter of the City and County of Honolulu 1973 (Amended 2017 Edition), as amended, provides the City Council ("Council") with authority to accept gifts to the City and County of Honolulu ("City"); and

WHEREAS, Resolution 05-349, CD1, FD1, establishes a policy of the Council for the solicitation and acceptance of gifts donated to the City; and

WHEREAS, the policy allows for the acceptance of gifts by the affirmative action of the Council; and

WHEREAS, NASPO is holding its annual Exchange Conference and Training event in Las Vegas, Nevada in March of 2025; and

WHEREAS, NASPO has offered a scholarship to pay for lodging, meals, conference registration fee, and reimbursement of transportation expenses for one employee of the City and County of Honolulu to participate in and attend the NASPO Exchange Conference; and

WHEREAS, through a letter dated February 27, 2025, the Director of the Department of Budget and Fiscal Services, has submitted a request to the Council and approved by the Managing Director, for acceptance of a gift to the City from NASPO with an estimated value of $2,800 for lodging, meals, conference registration fee and transportation reimbursement for one employee of the City's Department of Budget and Fiscal Services Division of Purchasing to attend NASPO's Exchange Conference from March 3, 2025 through March 6, 2025 in Las Vegas, Nevada; and

WHEREAS, NASPO is a non-profit organization formally established in 1947 and made up of the directors of the central purchasing officials in each of the 50 states, the District of Columbia, and the United States territories and is dedicated to advancing public procurement through leadership, excellence, and integrity; and

RESOLUTION

WHEREAS, NASPO is committed to help its members achieve success as public procurement leaders through promotion of best practices, education, professional development, research, and innovative procurement strategies; and

WHEREAS, attendance at this conference provides an opportunity for the City and County of Honolulu to participate in the NASPO's largest training and networking event, designed to enhance collaboration of over 1,500 government procurement professionals, suppliers, and vendors from diverse industries, along with providing professional development training sessions conducted by best-in-class public procurement leaders; and

WHEREAS, the description and value of the gift are set forth in the Declaration of Gift form attached hereto as Exhibit A and incorporated herein; now, therefore,

BE IT RESOLVED by the Council of the City and County of Honolulu that this body gratefully accepts the gift valued at $2,800 from NASPO that is more fully described in the above-mentioned letter dated February 27, 2025 and the Declaration of Gift attached as Exhibit A; and

HONOLULU CITY COUNCIL

KE KANIHELA O KE KALANA O HONOLULU

CITY AND COUNTY OF HONOLULU

No. _____

RESOLUTION

BE IT FINALLY RESOLVED that copies of this resolution be transmitted to the Director of Budget and Fiscal Services and NASPO, 110 West Vine Street, Suite 600, Lexington, Kentucky 40507.

INTRODUCED BY:

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DATE OF INTRODUCTION: _____

_____

_____

_____ _____

Honolulu, Hawai'i Councilmembers

CITY AND COUNTY OF HONOLULU

DECLARATION OF GIFT	
NAME OF DONOR	National Association of State Procurement Officials (NASPO)
DONOR'S ADDRESS	110 West Vine Street, Suite 600 Lexington, Kentucky 40507
DONOR'S TELEPHONE	(859) 514-9159

STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE

The donor named above owns the property described below and desires to give the property to the City and County of Honolulu. To carry out this purpose, the donor hereby absolutely and without condition or reservation gives, grants, and conveys the property to the City and County of Honolulu.

DESCRIPTION OF GIFT	VALUE
Estimated expenses for one traveler from the City and County of Honolulu for the period 03/03/2025 to 03/06/2025: Roundtrip airfare*: Honolulu, Hawaii/Las Vegas, Nevada Lodging and meals Ground transportation and baggage* 2025 NASPO Exchange Conference registration fee *Reimbursement for economy-class air fare and travel expenses not-to-exceed $800.00.	
UP TO:	$ 2,800.00
TOTAL	$ 2,800.00

SIGNATURE: Priscilla Gandy	DATE: 2/20/25
PRINT NAME: Priscilla Gandy	TITLE: Deputy Chief Conferences and Eve