

DEPARTMENT OF BUDGET AND FISCAL SERVICES

KA 'OIHANA MĀLAMA MO'OHELU A KĀLĀ

CITY AND COUNTY OF HONOLULU

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RICK BLANGIARDI
MAYOR
MEIA



ANDREW T. KAWANO
DIRECTOR
PO'O

CARRIE CASTLE
DEPUTY DIRECTOR
HOPE PO'O

June 15, 2026

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 not yet taken custody of the gift. The recommendation of the Managing Director Designate is evidenced by his signature below.

The gift of \$5,600 from the National Association of State Procurement Officials ("NASPO") will allow Emerald Le and Francis Sapigao to attend the NASPO REACH conference and training event in July 2026.

We 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,

A handwritten signature in black ink, appearing to read "A. T. Kawano", is written over a horizontal line.

Andrew T. Kawano
Director

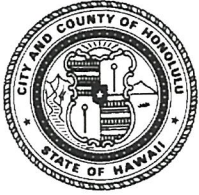
Attachment

APPROVED:

A handwritten signature in black ink, appearing to read "Krishna F. Jayaram", is written over a horizontal line.

Krishna F. Jayaram, Managing Director Designate
Office of the Managing Director

DEPT. COM. 408(26)



HONOLULU CITY COUNCIL
KE KANIHELA O KE KALANA O HONOLULU
CITY AND COUNTY OF HONOLULU

No. _____

RESOLUTION

ACCEPTING A GIFT OF TRANSPORTATION, LODGING, MEALS, AND REGISTRATION FEE, VALUED AT \$5,600, TO THE CITY FROM THE NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (NASPO) FOR TWO STAFF MEMBERS FROM THE CITY AND COUNTY OF HONOLULU TO ATTEND THE NASPO REACH CONFERENCE AND TRAINING EVENT IN OKLAHOMA CITY, OKLAHOMA, FROM JULY 21-25, 2026.

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

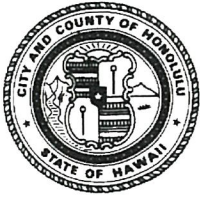
WHEREAS, the policy allows for the acceptance of gifts by the affirmative action of the Council; and

WHEREAS, NASPO is 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

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, NASPO is holding its annual REACH Conference and Training event in Oklahoma City, Oklahoma, in July of 2026; and

WHEREAS, attendance at this conference provides an opportunity for the City and County of Honolulu to participate in the NASPO Conference that provides the opportunity to engage in an educational program addressing topic areas, professional challenges, and issues relevant to central procurement staff along with providing professional development training sessions conducted by best-in-class public procurement leaders; and



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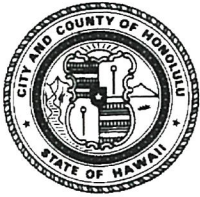
RESOLUTION

WHEREAS, NASPO offered a scholarship to pay for lodging, meals, conference registration fee, and transportation expenses for two employees of the City and County of Honolulu to participate in and attend the NASPO REACH Conference; and

WHEREAS, through a letter dated June 15, 2026, the Director of the Department of Budget and Fiscal Services, has submitted a request to the Council and approved by the Managing Director Designate, for acceptance of a gift to the City from NASPO for lodging, meals, conference registration fee and transportation for two employees of the City's Department of Budget and Fiscal Services Division of Purchasing to attend NASPO's REACH Conference, valued at \$5,600, from July 21, 2026 through July 25, 2026, in Oklahoma City, Oklahoma; 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 \$5,600 from NASPO that is more fully described in the above-mentioned letter dated June 15, 2026 and the Declaration of Gift attached as Exhibit A; and



HONOLULU CITY COUNCIL
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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 the National Association of State Procurement Officials, 110 West Vine Street, Suite 600, Lexington, Kentucky 40507.

INTRODUCED BY:

DATE OF INTRODUCTION:

Honolulu, Hawai'i

Councilmembers

Report Title: Accepting a Gift of Transportation, Lodging, Meals, and Registration Fee; NASPO REACH Conference.

The summary description of legislation appearing on this page is for informational purposes only and is not legislation or evidence of legislative intent.

**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 two (2) travelers from the City and County of Honolulu for the period 07/22/2026 to 07/24/2026: Roundtrip airfare: Honolulu, Hawaii / Oklahoma City, OK Lodging and meals Ground transportation and baggage 2026 NASPO REACH Conference registration fee UP TO:	\$ 5,600.00
TOTAL	\$ 5,600.00
SIGNATURE: Jason Yost Digitally signed by Jason Yost Date: 2026.06.12 15:42:47 +04'00'	DATE: 06/12/2026
PRINT NAME: Jason Yost	TITLE: Controller

EXHIBIT
A