

Instructions to Offerors Non-Construction

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing



-03291- ATTACHMENT 11-

1. Preparation of Offers

(a) Offerors are expected to examine the statement of work, the proposed contract terms and conditions, and all instructions. Failure to do so will be at the offeror's risk.

(b) Each offeror shall furnish the information required by the solicitation. The offeror shall sign the offer and print or type its name on the cover sheet and each continuation sheet on which it makes an entry. Erasures or other changes must be initialed by the person signing the offer. Offers signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the HA.

(c) Offers for services other than those specified will not be considered.

2. Submission of Offers

(a) Offers and modifications thereof shall be submitted in sealed envelopes or packages (1) addressed to the office specified in the solicitation, and (2) showing the time specified for receipt, the solicitation number, and the name and address of the offeror.

(b) Telegraphic offers will not be considered unless authorized by the solicitation; however, offers may be modified by written or telegraphic notice.

(c) Facsimile offers, modifications or withdrawals will not be considered unless authorized by the solicitation.

3. Amendments to Solicitations

(a) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

(b) Offerors shall acknowledge receipt of any amendments to this solicitation by

- (1) signing and returning the amendment;
- (2) identifying the amendment number and date in the space provided for this purpose on the form for submitting an offer,
- (3) letter or telegram, or
- (4) facsimile, if facsimile offers are authorized in the solicitation. The HA/HUD must receive the acknowledgment by the time specified for receipt of offers.

4. Explanation to Prospective Offerors

Any prospective offeror desiring an explanation or interpretation of the solicitation, statement of work, etc., must request it in writing soon enough to allow a reply to reach all prospective offerors before the submission of their offers. Oral explanations or instructions given before the award of the contract will not be binding. Any information given to a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an amendment of the solicitation, if that information is necessary in submitting offers or if the lack of it would be prejudicial to any other prospective offerors.

5. Responsibility of Prospective Contractor

(a) The HA shall award a contract only to a responsible prospective contractor who is able to perform successfully under the terms and conditions of the proposed contract. To be determined responsible, a prospective contractor must -

- (1) Have adequate financial resources to perform the contract, or the ability to obtain them;

- (2) Have a satisfactory performance record;
- (3) Have a satisfactory record of integrity and business ethics;
- (4) Have a satisfactory record of compliance with public policy (e.g., Equal Employment Opportunity); and
- (5) Not have been suspended, debarred, or otherwise determined to be ineligible for award of contracts by the Department of Housing and Urban Development or any other agency of the U.S. Government. Current lists of ineligible contractors are available for inspection at the HA/HUD.

(b) Before an offer is considered for award, the offeror may be requested by the HA to submit a statement or other documentation regarding any of the foregoing requirements. Failure by the offeror to provide such additional information may render the offeror ineligible for award.

6. Late Submissions, Modifications, and Withdrawal of Offers

(a) Any offer received at the place designated in the solicitation after the exact time specified for receipt will not be considered unless it is received before award is made and it -

- (1) Was sent by registered or certified mail not later than the fifth calendar day before the date specified for receipt of offers (e.g., an offer submitted in response to a solicitation requiring receipt of offers by the 20th of the month must have been mailed by the 15th);
- (2) Was sent by mail, or if authorized by the solicitation, was sent by telegram or via facsimile, and it is determined by the HA/ HUD that the late receipt was due solely to mishandling by the HA/ HUD after receipt at the HA;
- (3) Was sent by U.S. Postal Service Express Mail Next Day Service - Post Office to Addressee, not later than 5:00 p.m. at the place of mailing two working days prior to the date specified for receipt of proposals. The term "working days" excludes weekends and U.S. Federal holidays; or
- (4) Is the only offer received.

(b) Any modification of an offer, except a modification resulting from the HA's request for "best and final" offer (if this solicitation is a request for proposals), is subject to the same conditions as in subparagraphs (a)(1), (2), and (3) of this provision.

(c) A modification resulting from the HA's request for "best and final" offer received after the time and date specified in the request will not be considered unless received before award and the late receipt is due solely to mishandling by the HA after receipt at the HA.

(d) The only acceptable evidence to establish the date of mailing of a late offer, modification, or withdrawal sent either by registered or certified mail is the U.S. or Canadian Postal Service postmark both on the envelope or wrapper and on the original receipt from the U.S. or Canadian Postal Service. Both postmarks must show a legible date and the offer, modification, or withdrawal shall be processed as if mailed late. "Postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed by employees of the U.S. or Canadian Postal Service on the date of mailing. Therefore, offerors should request the postal clerk to place a hand cancellation bull's-eye postmark on both the receipt and the envelope or wrapper.

(e) The only acceptable evidence to establish the time of receipt at the HA is the time/date stamp of HA on the offer wrapper or other documentary evidence of receipt maintained by the HA.

Certifications and Representations of Offerors Non-Construction Contract

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No: 2577-0180 (exp. 7/30/96)

ATTACHMENT 12

Public reporting burden for this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

This form includes clauses required by OMB's common rule on bidding/offering procedures, implemented by HUD in 24 CFR 85.36, and those requirements set forth in Executive Order 11625 for small, minority, women-owned businesses, and certifications for independent price determination, and conflict of interest. The form is required for nonconstruction contracts awarded by Housing Agencies (HAs). The form is used by bidders/offers to certify to the HA's Contracting Officer for contract compliance. If the form were not used, HAs would be unable to enforce their contracts. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

1. Contingent Fee Representation and Agreement

(a) The bidder/offeror represents and certifies as part of its bid/offer that, except for full-time bona fide employees working solely for the bidder/offeror, the bidder/offeror:

- (1) has, has not employed or retained any person or company to solicit or obtain this contract; and
- (2) has, has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(b) If the answer to either (a)(1) or (a) (2) above is affirmative, the bidder/offeror shall make an immediate and full written disclosure to the PHA Contracting Officer.

(c) Any misrepresentation by the bidder/offeror shall give the PHA the right to (1) terminate the resultant contract; (2) at its discretion, to deduct from contract payments the amount of any commission, percentage, brokerage, or other contingent fee; or (3) take other remedy pursuant to the contract.

2. Small, Minority, Women-Owned Business Concern Representation

The bidder/offeror represents and certifies as part of its bid/offer that it:

- (a) is, is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.
- (b) is, is not a women-owned small business concern. "Women-owned," as used in this provision, means a small business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.
- (c) is, is not a minority enterprise which, pursuant to Executive Order 11625, is defined as a business which is at least 51 percent owned by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals.

For the purpose of this definition, minority group members are:

(Check the block applicable to you) /

- | | |
|---|---|
| <input type="checkbox"/> Black Americans | <input type="checkbox"/> Asian Pacific Americans |
| <input type="checkbox"/> Hispanic Americans | <input type="checkbox"/> Asian Indian Americans |
| <input type="checkbox"/> Native Americans | <input type="checkbox"/> Hasidic Jewish Americans |

3. Certificate of Independent Price Determination

(a) The bidder/offeror certifies that—

- (1) The prices in this bid/offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder/offeror or competitor relating to (i) those prices, (ii) the intention to submit a bid/offer, or (iii) the methods or factors used to calculate the prices offered;
- (2) The prices in this bid/offer have not been and will not be knowingly disclosed by the bidder/offeror, directly or indirectly, to any other bidder/offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
- (3) No attempt has been made or will be made by the bidder/offeror to induce any other concern to submit or not to submit a bid/offer for the purpose of restricting competition.

(b) Each signature on the bid/offer is considered to be a certification by the signatory that the signatory:

- (1) Is the person in the bidder/offeror's organization responsible for determining the prices being offered in this bid or proposal; and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or
- (2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above (insert full name of person(s) in the bidder/offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the bidder/offeror's organization);
(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

(c) If the bidder/offeror deletes or modifies subparagraph (a)2 above, the bidder/offeror must furnish with its bid/offer a signed statement setting forth in detail the circumstances of the disclosure.

4. Organizational Conflicts of Interest Certification

(a) The Contractor warrants that to the best of its knowledge and belief and except as otherwise disclosed, it does not have any organizational conflict of interest which is defined as a situation in which the nature of work under a proposed contract and a prospective contractor's organizational, financial, contractual or other interest are such that:

(i) Award of the contract may result in an unfair competitive advantage;

(ii) The Contractor's objectivity in performing the contract work may be impaired; or

(iii) That the Contractor has disclosed all relevant information and requested the HA to make a determination with respect to this Contract.

(b) The Contractor agrees that if after award he or she discovers an organizational conflict of interest with respect to this contract, he or she shall make an immediate and full disclosure in writing to the HA which shall include a description of the action which the Contractor has taken or intends to eliminate or neutralize the conflict. The HA may, however, terminate the Contract for the convenience of HA if it would be in the best interest of HA.

(c) In the event the Contractor was aware of an organizational conflict of interest before the award of this Contract and intentionally did not disclose the conflict to the HA, the HA may terminate the Contract for default.

(d) The Contractor shall require a disclosure or representation from subcontractors and consultants who may be in a position to influence the advice or assistance rendered to the HA and shall include any necessary provisions to eliminate or neutralize conflicts of interest in consultant agreements or subcontracts involving performance or work under this Contract.

5. Authorized Negotiators (RFPs only)

The offeror represents that the following persons are authorized to negotiate on its behalf with the PHA in connection with this request for proposals: (list names, titles, and telephone numbers of the authorized negotiators):

6. Conflict of Interest

In the absence of any actual or apparent conflict, the offeror, by submission of a proposal, hereby warrants that to the best of its knowledge and belief, no actual or apparent conflict of interest exists with regard to my possible performance of this procurement, as described in the clause in this solicitation titled "Organizational Conflict of Interest."

7. Offeror's Signature

The offeror hereby certifies that the information contained in these certifications and representations is accurate, complete, and current.

Signature & Date:

Typed or Printed Name:

Title:

State of Hawaii
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
SALARY SCHEDULE

ATTACHMENT 13

Effective Date: 04/01/2015

Bargaining Unit: 01 Blue Collar, Non-Supervisor

A			A			A			A		
BC01	ANN	35,484	BC09	ANN	48,216	WS01	ANN	36,768	WS09	ANN	51,168
	MON	2,957		MON	4,018		MON	3,064		MON	4,264
	8HR	136.48		8HR	185.44		8HR	141.44		8HR	196.80
	HRLY	17.06		HRLY	23.18		HRLY	17.68		HRLY	24.60
BC02	ANN	35,964	BC10	ANN	50,052	WS02	ANN	38,472	WS10	ANN	53,004
	MON	2,997		MON	4,171		MON	3,206		MON	4,417
	8HR	138.32		8HR	192.48		8HR	148.00		8HR	203.84
	HRLY	17.29		HRLY	24.06		HRLY	18.50		HRLY	25.48
BC03	ANN	36,972	BC11	ANN	51,876	WS03	ANN	39,588	WS11	ANN	55,044
	MON	3,081		MON	4,323		MON	3,299		MON	4,587
	8HR	142.24		8HR	199.52		8HR	152.24		8HR	211.68
	HRLY	17.78		HRLY	24.94		HRLY	19.03		HRLY	26.46
BC04	ANN	38,472	BC12	ANN	53,868	WS04	ANN	41,184	WS12	ANN	57,048
	MON	3,206		MON	4,489		MON	3,432		MON	4,754
	8HR	148.00		8HR	207.20		8HR	158.40		8HR	219.44
	HRLY	18.50		HRLY	25.90		HRLY	19.80		HRLY	27.43
BC05	ANN	40,008	BC13	ANN	55,824	WS05	ANN	42,840	WS13	ANN	59,184
	MON	3,334		MON	4,652		MON	3,570		MON	4,932
	8HR	153.84		8HR	214.72		8HR	164.80		8HR	227.60
	HRLY	19.23		HRLY	26.84		HRLY	20.60		HRLY	28.45
BC06	ANN	41,604	BC14	ANN	57,948	WS06	ANN	44,556	WS14	ANN	61,416
	MON	3,467		MON	4,829		MON	3,713		MON	5,118
	8HR	160.00		8HR	222.88		8HR	171.36		8HR	236.24
	HRLY	20.00		HRLY	27.86		HRLY	21.42		HRLY	29.53
BC07	ANN	43,272	BC15	ANN	60,132	WS07	ANN	46,344	WS15	ANN	63,732
	MON	3,606		MON	5,011		MON	3,862		MON	5,311
	8HR	166.40		8HR	231.28		8HR	178.24		8HR	245.12
	HRLY	20.80		HRLY	28.91		HRLY	22.28		HRLY	30.64
BC08	ANN	45,024				WS08	ANN	48,180			
	MON	3,752					MON	4,015			
	8HR	173.20					8HR	185.28			
	HRLY	21.65					HRLY	23.16			

State of Hawaii
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
SALARY SCHEDULE

Effective Date: 10/01/2015

Bargaining Unit: 01 Blue Collar, Non-Supervisor

		A			A			A			A
BC01	ANN	36,192	BC09	ANN	49,176	WS01	ANN	37,500	WS09	ANN	52,188
	MON	3,016		MON	4,098		MON	3,125		MON	4,349
	8HR	139.20		8HR	189.12		8HR	144.24		8HR	200.72
	HRLY	17.40		HRLY	23.64		HRLY	18.03		HRLY	25.09
BC02	ANN	36,684	BC10	ANN	51,048	WS02	ANN	39,240	WS10	ANN	54,060
	MON	3,057		MON	4,254		MON	3,270		MON	4,505
	8HR	141.12		8HR	196.32		8HR	150.96		8HR	207.92
	HRLY	17.64		HRLY	24.54		HRLY	18.87		HRLY	25.99
BC03	ANN	37,716	BC11	ANN	52,908	WS03	ANN	40,380	WS11	ANN	56,148
	MON	3,143		MON	4,409		MON	3,365		MON	4,679
	8HR	145.04		8HR	203.52		8HR	155.28		8HR	215.92
	HRLY	18.13		HRLY	25.44		HRLY	19.41		HRLY	26.99
BC04	ANN	39,240	BC12	ANN	54,948	WS04	ANN	42,012	WS12	ANN	58,188
	MON	3,270		MON	4,579		MON	3,501		MON	4,849
	8HR	150.96		8HR	211.36		8HR	161.60		8HR	223.84
	HRLY	18.87		HRLY	26.42		HRLY	20.20		HRLY	27.98
BC05	ANN	40,812	BC13	ANN	56,940	WS05	ANN	43,692	WS13	ANN	60,372
	MON	3,401		MON	4,745		MON	3,641		MON	5,031
	8HR	156.96		8HR	219.04		8HR	168.08		8HR	232.24
	HRLY	19.62		HRLY	27.38		HRLY	21.01		HRLY	29.03
BC06	ANN	42,432	BC14	ANN	59,112	WS06	ANN	45,444	WS14	ANN	62,640
	MON	3,536		MON	4,926		MON	3,787		MON	5,220
	8HR	163.20		8HR	227.36		8HR	174.80		8HR	240.96
	HRLY	20.40		HRLY	28.42		HRLY	21.85		HRLY	30.12
BC07	ANN	44,136	BC15	ANN	61,332	WS07	ANN	47,268	WS15	ANN	65,004
	MON	3,678		MON	5,111		MON	3,939		MON	5,417
	8HR	169.76		8HR	235.92		8HR	181.84		8HR	250.00
	HRLY	21.22		HRLY	29.49		HRLY	22.73		HRLY	31.25
BC08	ANN	45,924				WS08	ANN	49,140			
	MON	3,827					MON	4,095			
	8HR	176.64					8HR	189.04			
	HRLY	22.08					HRLY	23.63			

State of Hawaii
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
SALARY SCHEDULE

Effective Date: 04/01/2016

Bargaining Unit: 01 Blue Collar, Non-Supervisor

A			A			A			A		
BC01	ANN	36,912	BC09	ANN	50,160	WS01	ANN	38,256	WS09	ANN	53,232
	MON	3,076		MON	4,180		MON	3,188		MON	4,436
	8HR	142.00		8HR	192.96		8HR	147.12		8HR	204.72
	HRLY	17.75		HRLY	24.12		HRLY	18.39		HRLY	25.59
BC02	ANN	37,416	BC10	ANN	52,068	WS02	ANN	40,020	WS10	ANN	55,140
	MON	3,118		MON	4,339		MON	3,335		MON	4,595
	8HR	143.92		8HR	200.24		8HR	153.92		8HR	212.08
	HRLY	17.99		HRLY	25.03		HRLY	19.24		HRLY	26.51
BC03	ANN	38,472	BC11	ANN	53,964	WS03	ANN	41,184	WS11	ANN	57,276
	MON	3,206		MON	4,497		MON	3,432		MON	4,773
	8HR	148.00		8HR	207.52		8HR	158.40		8HR	220.32
	HRLY	18.50		HRLY	25.94		HRLY	19.80		HRLY	27.54
BC04	ANN	40,020	BC12	ANN	56,052	WS04	ANN	42,852	WS12	ANN	59,352
	MON	3,335		MON	4,671		MON	3,571		MON	4,946
	8HR	153.92		8HR	215.60		8HR	164.80		8HR	228.24
	HRLY	19.24		HRLY	26.95		HRLY	20.60		HRLY	28.53
BC05	ANN	41,628	BC13	ANN	58,080	WS05	ANN	44,568	WS13	ANN	61,584
	MON	3,469		MON	4,840		MON	3,714		MON	5,132
	8HR	160.08		8HR	223.36		8HR	171.44		8HR	236.88
	HRLY	20.01		HRLY	27.92		HRLY	21.43		HRLY	29.61
BC06	ANN	43,284	BC14	ANN	60,300	WS06	ANN	46,356	WS14	ANN	63,888
	MON	3,607		MON	5,025		MON	3,863		MON	5,324
	8HR	166.48		8HR	231.92		8HR	178.32		8HR	245.76
	HRLY	20.81		HRLY	28.99		HRLY	22.29		HRLY	30.72
BC07	ANN	45,024	BC15	ANN	62,556	WS07	ANN	48,216	WS15	ANN	66,300
	MON	3,752		MON	5,213		MON	4,018		MON	5,525
	8HR	173.20		8HR	240.64		8HR	185.44		8HR	255.04
	HRLY	21.65		HRLY	30.08		HRLY	23.18		HRLY	31.88
BC08	ANN	46,848				WS08	ANN	50,124			
	MON	3,904					MON	4,177			
	8HR	180.16					8HR	192.80			
	HRLY	22.52					HRLY	24.10			

State of Hawaii
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
SALARY SCHEDULE

Effective Date: 10/01/2016

Bargaining Unit: 01 Blue Collar, Non-Supervisor

A			A			A			A		
BC01	ANN	37,656	BC09	ANN	51,168	WS01	ANN	39,024	WS09	ANN	54,300
	MON	3,138		MON	4,264		MON	3,252		MON	4,525
	8HR	144.80		8HR	196.80		8HR	150.08		8HR	208.88
	HRLY	18.10		HRLY	24.60		HRLY	18.76		HRLY	26.11
BC02	ANN	38,160	BC10	ANN	53,112	WS02	ANN	40,824	WS10	ANN	56,244
	MON	3,180		MON	4,426		MON	3,402		MON	4,687
	8HR	146.80		8HR	204.24		8HR	157.04		8HR	216.32
	HRLY	18.35		HRLY	25.53		HRLY	19.63		HRLY	27.04
BC03	ANN	39,240	BC11	ANN	55,044	WS03	ANN	42,012	WS11	ANN	58,416
	MON	3,270		MON	4,587		MON	3,501		MON	4,868
	8HR	150.96		8HR	211.68		8HR	161.60		8HR	224.64
	HRLY	18.87		HRLY	26.46		HRLY	20.20		HRLY	28.08
BC04	ANN	40,824	BC12	ANN	57,168	WS04	ANN	43,704	WS12	ANN	60,540
	MON	3,402		MON	4,764		MON	3,642		MON	5,045
	8HR	157.04		8HR	219.84		8HR	168.08		8HR	232.88
	HRLY	19.63		HRLY	27.48		HRLY	21.01		HRLY	29.11
BC05	ANN	42,456	BC13	ANN	59,244	WS05	ANN	45,456	WS13	ANN	62,820
	MON	3,538		MON	4,937		MON	3,788		MON	5,235
	8HR	163.28		8HR	227.84		8HR	174.80		8HR	241.60
	HRLY	20.41		HRLY	28.48		HRLY	21.85		HRLY	30.20
BC06	ANN	44,148	BC14	ANN	61,512	WS06	ANN	47,280	WS14	ANN	65,160
	MON	3,679		MON	5,126		MON	3,940		MON	5,430
	8HR	169.84		8HR	236.56		8HR	181.84		8HR	250.64
	HRLY	21.23		HRLY	29.57		HRLY	22.73		HRLY	31.33
BC07	ANN	45,924	BC15	ANN	63,804	WS07	ANN	49,176	WS15	ANN	67,632
	MON	3,827		MON	5,317		MON	4,098		MON	5,636
	8HR	176.64		8HR	245.44		8HR	189.12		8HR	260.16
	HRLY	22.08		HRLY	30.68		HRLY	23.64		HRLY	32.52
BC08	ANN	47,784				WS08	ANN	51,132			
	MON	3,982					MON	4,261			
	8HR	183.76					8HR	196.64			
	HRLY	22.97					HRLY	24.58			

State of Hawaii
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
SALARY SCHEDULE

Effective Date: 04/01/2017

Bargaining Unit: 01 Blue Collar, Non-Supervisor

A			A			A			A		
BC01	ANN	38,412	BC09	ANN	52,188	WS01	ANN	39,804	WS09	ANN	55,392
	MON	3,201		MON	4,349		MON	3,317		MON	4,616
	8HR	147.76		8HR	200.72		8HR	153.12		8HR	213.04
	HRLY	18.47		HRLY	25.09		HRLY	19.14		HRLY	26.63
BC02	ANN	38,928	BC10	ANN	54,180	WS02	ANN	41,640	WS10	ANN	57,372
	MON	3,244		MON	4,515		MON	3,470		MON	4,781
	8HR	149.76		8HR	208.40		8HR	160.16		8HR	220.64
	HRLY	18.72		HRLY	26.05		HRLY	20.02		HRLY	27.58
BC03	ANN	40,020	BC11	ANN	56,148	WS03	ANN	42,852	WS11	ANN	59,580
	MON	3,335		MON	4,679		MON	3,571		MON	4,965
	8HR	153.92		8HR	215.92		8HR	164.80		8HR	229.12
	HRLY	19.24		HRLY	26.99		HRLY	20.60		HRLY	28.64
BC04	ANN	41,640	BC12	ANN	58,308	WS04	ANN	44,580	WS12	ANN	61,752
	MON	3,470		MON	4,859		MON	3,715		MON	5,146
	8HR	160.16		8HR	224.24		8HR	171.44		8HR	237.52
	HRLY	20.02		HRLY	28.03		HRLY	21.43		HRLY	29.69
BC05	ANN	43,308	BC13	ANN	60,432	WS05	ANN	46,368	WS13	ANN	64,080
	MON	3,609		MON	5,036		MON	3,864		MON	5,340
	8HR	166.56		8HR	232.40		8HR	178.32		8HR	246.48
	HRLY	20.82		HRLY	29.05		HRLY	22.29		HRLY	30.81
BC06	ANN	45,036	BC14	ANN	62,748	WS06	ANN	48,228	WS14	ANN	66,468
	MON	3,753		MON	5,229		MON	4,019		MON	5,539
	8HR	173.20		8HR	241.36		8HR	185.52		8HR	255.68
	HRLY	21.65		HRLY	30.17		HRLY	23.19		HRLY	31.96
BC07	ANN	46,848	BC15	ANN	65,076	WS07	ANN	50,160	WS15	ANN	68,988
	MON	3,904		MON	5,423		MON	4,180		MON	5,749
	8HR	180.16		8HR	250.32		8HR	192.96		8HR	265.36
	HRLY	22.52		HRLY	31.29		HRLY	24.12		HRLY	33.17
BC08	ANN	48,744				WS08	ANN	52,152			
	MON	4,062					MON	4,346			
	8HR	187.44					8HR	200.56			
	HRLY	23.43					HRLY	25.07			

Years 2015 and 2016**www.dhrd.hawaii.gov****Holidays to be observed by the
HAWAII STATE GOVERNMENT**

Website where State Holiday Schedule posted

Year 2015 HAWAII STATE HOLIDAYS

<u>(Hawaii Rev. Statutes, Sec. 8-1)</u>	<u>Day Observed in 2015</u>	<u>Official Date Designated in Statute/Constitution</u>
New Year's Day.....	Jan. 1 Thursday.....	The first day in January
Dr. Martin Luther King, Jr. Day.....	Jan. 19 Monday.....	The third Monday in January
Presidents' Day.....	Feb. 16 Monday.....	The third Monday in February
Prince Jonah Kuhio Kalaniana'ole Day.....	Mar. 26 Thursday.....	The twenty-sixth day in March
Good Friday.....	April 3 Friday.....	The Friday preceding Easter Sunday
Memorial Day.....	May 25 Monday.....	The last Monday in May
King Kamehameha I Day.....	June 11 Thursday.....	The eleventh day in June
Independence Day.....	July 3 Friday.....	The fourth day in July
Statehood Day.....	Aug. 21 Friday.....	The third Friday in August
Labor Day.....	Sept. 7 Monday.....	The first Monday in September
Veterans' Day.....	Nov. 11 Wednesday.....	The eleventh day in November
Thanksgiving.....	Nov. 26 Thursday.....	The fourth Thursday in November
Christmas.....	Dec. 25 Friday.....	The twenty-fifth day in December

Year 2016 HAWAII STATE HOLIDAYS

<u>(Hawaii Rev. Statutes, Sec. 8-1)</u>	<u>Day Observed in 2016</u>	<u>Official Date Designated in Statute/Constitution</u>
New Year's Day.....	Jan. 1 Friday.....	The first day in January
Dr. Martin Luther King, Jr. Day.....	Jan. 18 Monday.....	The third Monday in January
Presidents' Day.....	Feb. 15 Monday.....	The third Monday in February
Prince Jonah Kuhio Kalaniana'ole Day.....	Mar. 25 Friday.....	The twenty-sixth day in March
Good Friday.....	Mar. 25 Friday.....	The Friday preceding Easter Sunday
Memorial Day.....	May 30 Monday.....	The last Monday in May
King Kamehameha I Day.....	June 10 Friday.....	The eleventh day in June
Independence Day.....	July 4 Monday.....	The fourth day in July
Statehood Day.....	Aug. 19 Friday.....	The third Friday in August
Labor Day.....	Sept. 5 Monday.....	The first Monday in September
General Election Day.....	Nov. 8 Tuesday.....	The first Tuesday in Nov. following the first Monday of even-numbered years. <i>(Hawaii State Constitution, Article 2 – Section 8)</i>
Veterans' Day.....	Nov. 11 Friday.....	The eleventh day in November
Thanksgiving.....	Nov. 24 Thursday.....	The fourth Thursday in November
Christmas.....	Dec. 26 Monday.....	The twenty-fifth day in December

FOOTNOTES: For use solely by State government agencies. Federal government and local banking holidays may differ. For State agencies that operate on other than Monday-Friday 7:45 AM to 4:30 PM schedules, also refer to appropriate collective bargaining agreements. Created by the Department of Human Resources Development 10/1/2014; subject to change.

This page left intentionally blank.