



STATE OF HAWAII
OFFICE OF HAWAIIAN AFFAIRS
560 NORTH NIMITZ HIGHWAY, SUITE 200
HONOLULU, HAWAII 96817

December 17, 2018

Request for Proposal No. WDC 2019-15

Office Manager for The Office of Hawaiian Affairs’ Washing, D.C. Bureau

ADDENDUM 4

Amendment to RFP No. WDC 2019-15

This is to notify all interested Offerors:

- 1. The deadline which states:

2:00 p.m. HST, Friday, December 21, 2018

is hereby amended to the following:

2:00 p.m. HST, Friday, **January 4, 2019.**

- 2. Section 1, Item V. Procurement Timeline states as follows:

Release of Request for Proposal	Monday, November 14, 2018
Pre-Proposal Conference	Monday, November 26, 2018, 9:00 a.m.– 10:30 a.m. HST
Due Date to Submit Written Inquires	Wednesday, November 28, 2018, 2:00 p.m. HST
OHA’s Response to Written inquires	Friday, November 30, 2018
Proposal Due Date/Time	Friday, December 21, 2018, 2:00 p.m. HST
Proposal Evaluation	December 24, 2018 – January 4, 2019
Discussion with Priority Listed Offerors (if necessary)	TBD
Best and Final Offer (if necessary)	TBD
Notice of Award	January 2019

Contract Execution	January 2019
Start of Services	January 2019

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Proposal Evaluation	December 24, 2018 – January 4, 2019 January 4, 2019 – January 11, 2019
Discussion with Priority Listed Offerors (if necessary)	TBD
Best and Final Offer (if necessary)	TBD
Notice of Award	January 2019
Contract Execution	January 2019
Start of Services	January February 2019

If you have any questions please contact Charmaine Matsuura, RFP Coordinator at (808) 594-0273 or email: charmainem@oha.org. Mahalo