



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

December 26, 2019

**ADDENDUM NO 2**

**REQUEST FOR QUOTES – RFQ HR 2020-18  
TEMPORARY POSTION FOR HUMAN RESOURCES SERVICES**

**1.Q. Does this role manage others? If so, what is the size and makeup of the team?**

*1.A. 2 specialists (1 is vacant, currently recruiting).*

**2.Q. Size of employee base for organization?**

*2.A. OHA employs approximately 150-170 staff.*

**3.Q Will the Offeror be responsible for multiple locations – islands?**

*3.A The Offeror will mainly Oahu, potentially minimal interactions with outer island.*

**4.Q. Who is this role reporting to? President/Executive level?**

*4.A. The Offeror will be reporting to the Sr. Legal Corp Counsel.*

**5.Q. What is the purpose of this need, i.e. is it to cover for someone on leave or more project based?**

*5.A. The Offeror will provide interim coverage because HR Manager left. Day-to-day activities, and projects as determined by Sr. Legal Corp Counsel (as needed).*

**For any questions, please contact Phyllis Ono-Evangelista, Procurement Manager at (808)594-1833, or [phylliso@oha.org](mailto:phylliso@oha.org).**