



Ka Hale A Ke Ola

Homeless Resource Centers, Inc.

RFQ-26-001 Addendum

ADDENDUM 1

Date: October 1, 2026

Request for Qualifications (RFQ) RFQ-26-001

KHAKO Westside Housing & Homeless Resource Center

Architectural and Engineering Services

THIS ADDENDUM shall become as fully a part of the above-named Request for Qualifications (RFQ) as if therein included and shall take full and complete precedence over anything contained to the contrary. Each Respondent is responsible for reading every item in this Addendum to determine to what extent and in what manner it affects its SOQ. The following is hereby made part of the solicitation:

1. Questions regarding the RFQ and KHAKO responses

The following questions were received under RFQ Section 6.7, Questions and Clarification. KHAKO provides the following responses.

1.	Section 2.5.1, page 12 – Minimum experience. The RFQ requires at least five years of demonstrated experience providing A&E services for projects of similar scope and scale. Please confirm that the experience of the Respondent's licensed principals and named subconsultants may be used to demonstrate this requirement where the Respondent entity itself was organized more recently.
Answer	Yes. The experience of the Respondent's licensed principals and named subconsultants may be used to demonstrate this requirement. The prime Respondent is responsible for holding the appropriate licenses and for ensuring that its team meets the requirements of the RFQ.

2.	Section 5.3.C, page 31 – Page limits. Are subconsultant capability statements counted against the six-page Respondent Qualifications limit, or may they be placed in the optional materials (ten pages)?
Answer	As indicated in Section 5.3.F.5.a (page 32), capability statements, including those of subcontractors, may be included in the optional Additional Materials. Optional materials shall be limited to a maximum of ten (10) pages in total and shall not be used to supplement, extend, or circumvent the page limits or required content of the SOQ.

3.	Sections 3.3 and 4.1, pages 21-23 – Project status. Has KHAKO or HIEMA determined whether the project will proceed as a Standard project or convert to an Improved or Alternate project under PAPPG v4? Has FEMA issued a scope version beyond version 0, and is the Cost Estimating Format spreadsheet referenced in the Project Worksheet available to Respondents?
Answer	Section 3.3 states that the project is funded as a Standard Public Assistance permanent work project under PAPPG v4.0 Amended and has not been designated as an Improved Project. Table 1 (Section 1.2) states that FEMA PA funding has been obligated and PW0 created, and that updates and submission of PW versions may be required. The most recent FEMA Project Worksheet is posted in the RFQ-26-001 Dropbox folder referenced in Section 3.0.

4.	Section 3.1, page 18 – Footprints. Are the replacement buildings to be re-established on the original 2001 footprints and floor plans as the pre-disaster design baseline, and is an updated boundary and topographic survey available or to be procured by the selected A&E?
Answer	Section 3.3 establishes the facility's pre-disaster design, function, and capacity as the baseline. Design deliverables must replicate pre-disaster occupancy, use, square footage, and operational capacity unless modified under the Codes and Standards or Section 406 Hazard Mitigation provisions. For post-selection negotiations, cost estimates and scope assumptions will be based on the pre-disaster facility as documented in the Dropbox materials, such as architectural floor plans, site records, and condition documentation. An updated boundary and topographic survey will be needed for design. Survey services are to be provided through the selected Respondent's subconsultants. See the response to Question 6.

5.	Section 3.3, page 21 – Permits. Is a Special Management Area permit or assessment anticipated for the site, and have any Section 106 or archaeological monitoring conditions been attached beyond the EHP conditions stated in PW 747192?
Answer	Based on available GIS resources, KHAKO does not believe the westside campus falls within the Special Management Area (SMA). The selected Respondent will confirm SMA applicability with the County of Maui as part of the permit review described in Section 4.2.A.1. Any Section 106 or archaeological monitoring conditions will be established through FEMA's Environmental and Historic Preservation (EHP) review. The selected Respondent will review EHP information under Section 4.1.A.5 and incorporate any resulting conditions into the design. Based on available GIS resources, KHAKO does not believe that the westside campus site falls within the National Historic Landmark District (NHL). As the project design and permitting phases progress, selected Respondent will review requirements of additional funding sources (such as CDBG-DR's Tier II environmental review) and state and local land use and permitting requirements.

6.	Section 4.2, page 25 – Geotechnical and survey. Will KHAKO procure geotechnical investigation and land surveying directly, or should Respondents include them as subconsultants in the SOQ?
Answer	As applicable, respondents should include these services as subconsultants in the SOQ. KHAKO does not intend to procure geotechnical investigation or land surveying directly.

7.	Section 5.2, page 30 – Electronic copy. Is a USB flash drive acceptable in lieu of a CD, and should the electronic copy be a single bookmarked PDF?
Answer	Yes. Section 5.2 requires one (1) electronic copy in PDF format on a CD or USB thumb drive. All electronic files must be accessible and legible. The electronic copy should be submitted as a single PDF file.

8.	Exhibit B, page 63 – Workers' compensation. For a Respondent with no employees, is a written statement of no employees acceptable at submission in lieu of workers' compensation evidence, as Exhibit B paragraph A.3 suggests?
Answer	Yes. Section 2.5.2 and the Attachment II checklist require certificates of insurance meeting the minimum requirements of Exhibit B. Exhibit B, paragraph A.3, states that Workers' Compensation Insurance is not required if the Contractor provides written verification of no employees. All other minimum coverages in Exhibit B continue to apply.

9.	Section 2.5.2, page 12 – Compliance certificates. Will a current Hawaii Compliance Express Certificate of Vendor Compliance satisfy the Tax Clearance, DLIR Certificate of Compliance and DCCA Certificate of Good Standing requirements?
Answer	Section 2.5.2 permits a Respondent to submit the State Tax Clearance, DLIR Certificate of Compliance, and DCCA Certificate of Good Standing with its SOQ if available, or to certify that it will obtain them before contract execution. Current and valid documents are a condition of contract execution and must be provided within ten (10) business days of KHAKE's notice of intent to award. A current Hawaii Compliance Express Certificate of Vendor Compliance will be accepted in lieu of the separate Tax Clearance, DLIR Certificate of Compliance, and DCCA Certificate of Good Standing. The certificate must be current and valid as required under Section 2.5.2. KHAKE will verify the Respondent's HCE status at the time of contract execution. To satisfy Section 2.5.2, the HCE certificate must show a compliant status for each of the Department of Taxation, the Internal Revenue Service, the Department of Labor and Industrial Relations, and the Department of Commerce and Consumer Affairs.