

January 4, 2022

REQUEST FOR PROPOSALS

**2023 STATE HAZARD MITIGATION PLAN UPDATE
STATE OF HAWAII
DEPARTMENT OF DEFENSE
HAWAII EMERGENCY MANAGEMENT AGENCY
RFP-CA-202202**

The State of Hawaii, Department of Defense – Hawaii Emergency Management Agency (HI-EMA) is requesting proposals from qualified applicants to update the State 2018 Hazard Mitigation Plan, which shall comply with the 44 CFR, Sec 201.5 requirements and be FEMA-approved.

The purpose of this contract is to provide hazard mitigation planning services to the Hawaii Emergency Management Agency (HI-EMA) for the update of the State of Hawaii 2018 Hazard Mitigation Plan (HMP). The plan update process ensures that the HMP remains a “living” document. The HI-EMA is the responsible agency for the preparation and maintenance of the HMP; and the State Hazard Mitigation Officer (SHMO) is the individual responsible for overseeing the coordination, implementation, maintenance of the plan collaboratively across the State.

Proposals may be submitted from the private (for profit and non-profit) sectors as well as religious and faith-based organizations, in accordance with Sec. 104, Public Law 104-193. All proposals must conform to the format and instructions provided in the Request for Proposals (RFP) CA-202202 packet.

The RFP packets will be available beginning Tuesday, January 4, 2022. Bona fide bidders may obtain copies of applicable packets at the State of Hawaii, Department of Defense, Engineering Office, 3949 Diamond Head Road, Room 228, Honolulu, HI 96816-4495. Documents may also be downloaded from the State Procurement Office website at <http://spo.hawaii.gov/> and at the State Department of Defense website at <http://dod.hawaii.gov/hieng/> . If prospective bidders obtain copies of the bid documents from sources other than the Contracting and Engineering Office address listed above, then bidders are responsible to register by sending their company name, address, telephone number and email address via email to estelita.a.pumares@hawaii.gov . For more information, please contact Estelita Pumares, Contracts Assistant, at 808-369-3491 or e-mail at estelita.a.pumares@hawaii.gov .

Proposal submittal deadline is **Friday, February 4, 2022 by 2:00 P.M.** Please submit all questions relevant to this RFP prior January 17, 2022 at 2:00 PM. Instructions for submitting questions and proposals are in the RFP packet.

CAMPAIGN CONTRIBUTIONS BY STATE AND COUNTY CONTRACTORS PROHIBITED. If awarded a contract in response to this solicitation, offeror agrees to comply with HRS §11-355, which states that campaign contributions are prohibited from a State and County government contractor during the term of the contract if the contractor is paid with funds appropriated by the legislative body between the execution of the contract through the completion of the contract.