STATE OF HAWAI'I
OFFICE OF HAWAIIAN AFFAIRS
560 NORTH NIMITZ HIGHWAY, SUITE 200
HONOLULU, HAWAI'I 96817

October 25, 2022

TO: Interested Parties

FROM: Alison Roney, Procurement Agent

SUBJECT: Request-for-Proposals, No DPM 2023-009
             Web Support for the Office of Hawaiian Affairs

Questions:

1. How many sites in total to be overseen?

   Response: Five. Three (3) main websites needing regular support are oha.org, kawaiola.news, and loans.oha.org (Native Hawaiian Revolving Loan Fund Program). However, the Offeror may also be required to provide assistance as needed for two (2) additional websites: kamakakoi.com and I AM Kanaka (currently in development under a different contract).

2. Are all sites done in WordPress?

   Response: Yes.

3. Approximately, how many pages and posts per month?

   Response: Kawaiola.news is 32-36 per month average – although January is 52 and some issues may be as high as 40 pages. Oha.org and others are approximately 15 pages/posts per month as needed.

4. Number of videos per month?

   Response: 1-2 videos per month max.

5. Approximate duration of each video?

   Response: Typical duration is 3-5 minutes.

6. Will the OHA provide transcript in English/Hawaiian for video captioning?

   Response: Yes.

7. Regarding the insurance requirements: we do not own any commercial vehicles – is it possible to get a waiver for this requirement?

   Response: Yes. Exceptions to our minimum insurance requirements are typically on a case-by-case basis, but for this solicitation, we are able to waive the Commercial Auto requirement.

8. Regarding the insurance requirements: our general liability insurance covers $3 million per incident (including personal and advertising injury). Would umbrella insurance still be required in this instance?

   Response: Yes. Exceptions to our minimum insurance requirements are typically on a case-by-case basis, but for this solicitation, we are able to waive the Umbrella policy in lieu of a $3 million limit for general liability per incident including personal and advertising injury.