



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

January 9, 2024

REQUEST FOR PROPOSAL (RFP) No. COMM 2024-001

EVENT PLANNING SERVICES

ADDENDUM 4 – Timetable Revisions

The following revisions have been made to the Procurement Timetable:

Release of Request for Proposals	Tuesday, 11/21/23
Pre-Offer Conference	Thursday, 11/30/23, 10:00 a.m. HST
Due Date to Submit Questions	Friday, 12/08/23, 4:00 p.m. HST Wednesday, January 9, 2024, 4:00 p.m. HST
OHA’s Response to Questions	Friday, 12/15/23, 4:00 p.m. HST Tuesday, 12/19/23, 4:00 p.m. HST Friday, 01/12/24, 4:00 p.m. HST
Proposals Due Date/Time	Tuesday, 12/26/23, 2:00 p.m. HST Tuesday, January 2, 2024, 2:00 p.m. HST Tuesday, January 9, 2024, 2:00 p.m. HST Friday, January 19, 2024, 2:00 p.m. HST
Proposal Evaluations	12/27/23 – 01/05/24 01/03/24 – 01/12/24 01/10/24 – 01/19/24 01/22/24-01/26/24
Offeror’s Presentation/Discussion (if necessary)	TBD
Best and Final Offer (if necessary)	TBD
Notice of Award	January 2024
Contract Start Date	January 2024 February 2024