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November 2, 2022

MEMORANDUM

TO WHOM IT MAY CONCERN:

FROM: Terri Gearon, Financial Services Director 

SUBJECT: ADDENDUM NO. 1, REQUEST FOR PROPOSALS NO. J24024
To Provide Mediation and Related Dispute Resolution Services, The Judiciary,
State of Hawaii

Transmitted herewith for your review is one copy of Addendum No. 1, and is hereby made a part of Request for Proposals J24024 for the above Health & Human Services project, and shall govern the work taking precedence over previously issued specifications governing the items mentioned.

ADDENDUM NO. 1
REQUEST FOR PROPOSALS NO. J24024

To Provide Mediation and Related Dispute Resolution Services, The Judiciary, State of Hawaii

The items listed hereunder are hereby made a part of Request for Proposals No. J24024 for the above Health & Human Services project, and shall govern the work taking precedence over previously issued specifications governing the items mentioned.

Amend RFP J24024 as follows:

1. Amend the Notice to Providers Through the State of Hawaii Electronic Procurement System (HiePRO), first paragraph, to read as follows:

The Judiciary, State of Hawaii, is requesting competitive sealed proposals from qualified applicants to Provide **Mediation and Related Dispute Resolution Services, The Judiciary, State of Hawaii** for the period July 1, 2023 through June 30, 2025, subject to availability of funds. The proposal application and contract award procedures are in accordance with Chapter 103F, Hawaii Revised Statutes. A single contract will be awarded under this Request for Proposals (RFP).

2. Amend the HiePRO general comments first paragraph, to read as follows:

The Judiciary, State of Hawaii, is requesting competitive sealed proposals from qualified applicants to Provide **Mediation and Related Dispute Resolution Services, The Judiciary, State of Hawaii** for the period July 1, 2023 through June 30, 2025, subject to availability of funds. The proposal application and contract award procedures are in accordance with Chapter 103F, Hawaii Revised Statutes. A single contract will be awarded under this Request for Proposals (RFP).

3. Replace Section 2.1.3 Scope of Work, 6. Pricing or pricing methodology to be used, to read as follows:

6. Pricing or pricing methodology to be used

Fixed Price

4. Amend Section 4.2 Evaluation Process, first paragraph, to read as follows:

The Judiciary staff will review and evaluate proposals. When an evaluation committee is utilized, the committee will be comprised of individuals with experience in, knowledge of, and program responsibility for program service and financing.