

UNIVERSITY OF HAWAI'I	AMENDMENT OF SOLICITATION	PAGE 1 of 1
1. AMENDMENT NO. 1	3. REQUEST FOR PROPOSALS (RFP) NO. <u>26-5084</u> Dated <u>APR, 2026</u> TO PROVIDE A WAYFINDING & SIGNAGE SYSTEM FOR LEEWARD COMMUNITY COLLEGE, PEARL CITY, HAWAII.	
2. EFFECTIVE DATE May 8, 2026		
4. ISSUED BY Associate Director, Office of Procurement Management 1400 Lower Campus Road, Room 15 Honolulu Hawai'i 96822 BUYER: Bonnie Anderson, PhD	5. CONTRACTOR (NAME AND ADDRESS) N/A	

6. The RFP referenced above is amended as set forth in block 7. The hour and date for receipt of offers is extended is not extended. This amendment is attached to HlePRO solicitation P26002442 for distribution and acknowledgement purposes.

7. DESCRIPTION OF AMENDMENT

This Amendment #01 modifies the Request for Proposals as follows:

1. University Response to Offeror's Questions is Extended

From: **May 4, 2026** To: **May 8, 2026**

2. Closing Date for Receipt of Proposals is Extended

From: **May 18, 2026** To: **May 26, 2026**

3. Proposal Review Period is Extended

From: **May 18, 2026 – June 5, 2026** To: **May 26, 2026 – June 12, 2026**

4. Contractor Selection and Award

From **June 8, 2026** to **June 15, 2026**

5. Contract Start Date (Tentative)

From **June 15, 2026** to **June 22, 2026**

6. Incorporates the attached responses to questions for HlePro Solicitation P26002442

End of Amendment #01.

EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE DOCUMENT REFERENCED IN BLOCK 3 UNLESS HERETOFORE AMENDED, REMAIN UNCHANGED.

**Responses to RFP 26-5084
To Provide a Wayfinding & Signage System for Leeward
Community College**

NO.	QUESTION	RESPONSE
1	Is there a scope of work? Are there any floor plans/site plans/building drawings?	The Scope of Work is included within the RFP. Existing floor plans, site plans, and/or building drawings, if available, will be provided to the awarded Contractor during contract performance. Additional site verification may be required as part of Phase 1 services.
2	Will the selected vendor also need to oversee the fabrication and installation of the signs?	Yes. The awarded Contractor will be expected to provide oversight and coordination support associated with fabrication and installation activities as described in the Scope of Work.
3	Will the selected vendor work with the procurement team in selecting the fabricator and installer once the fabrication drawings are complete?	The awarded Contractor may provide technical recommendations regarding fabrication and installation considerations. However, any future procurement actions for fabrication and installation services will be conducted in accordance with applicable University procurement procedures and requirements.
4	To clarify, this project budget does not include the fabrication and installation of the signs?	Correct. The current solicitation is for professional services only. Fabrication and installation costs are not included within the scope of this contract unless otherwise amended by the University.

5	1. Does the LCC Creative Services Style Guide or University Hawai'i Community of College System visual identity standard that the Phase 3 Visual Brand Identity must conform to or build from? What level of design distinction from UH system branding is acceptable?	The awarded Contractor shall consider applicable Leeward Community College branding guidance and University of Hawai'i graphic standards during development of the visual identity and wayfinding design elements. Proposed designs should maintain consistency with applicable institutional branding requirements while supporting the project objectives identified in the RFP.
6	2. Are there restrictions on color usage, language ('Ōlelo Hawai'i), or icons/symbolism?	Existing Leeward Community College branding elements and color palettes should be considered during the design process. Supplemental design elements may be proposed where appropriate and subject to University review and approval. Use of 'Ōlelo Hawai'i, cultural references, and symbols shall be accurate, respectful, and appropriate for the campus environment.
7	Are there any recent or existing ADA Transition Plans or Past campus site or building accessibility audits that have been done to be incorporated?	Any existing ADA-related documentation determined by the University to be relevant and available for release may be provided to the awarded Contractor during contract performance.
8	Does this project trigger partial compliance upgrades or full campus compliance alignment? Auditing and identifying all existing non-compliant signage conditions campus-wide?	The project is intended to support campus-wide wayfinding and signage consistency, including consideration of applicable accessibility and ADA compliance requirements as identified in the Scope of Work.
9	What is the University's estimated total quantity of signage elements by type (vehicular directional, pedestrian directional, building identification, parking/regulatory, campus maps)? Or is the offeror expected to derive all quantities from its own assessment methodology with no baseline provided?	The University does not currently have a finalized quantity estimate for all signage elements. Offerors should base their proposals on the information provided in the RFP and acknowledge that quantities may vary based on the findings and recommendations developed during project phases.
10	Does the University have an existing signage inventory, condition report, or prior wayfinding study that will be made available to the selected contractor? If so, in what format?	Any existing signage inventories, studies, or related documentation determined by the University to be relevant and available for release may be provided to the awarded Contractor during contract performance

11	Will the University provide a master naming and numbering database, or must the Contractor build this? What is the approval process for copy/content sign-off?	The University will provide available information relevant to building naming, numbering, and wayfinding content. Final approval authority for all sign content, naming conventions, and related materials shall remain with the University.
12	What digital campus documentation is available for contractor use — site plans, CAD or GIS files, as-built drawings, building floor plans? Will these be provided at Notice to Proceed?	Available documentation determined by the University to be relevant to the project may be provided to the awarded Contractor during contract performance.
13	How many distinct stakeholder groups (steering committee) do the University anticipate engaging in Phase 1? What is the expected number of stakeholder meetings or workshops?	The exact number of stakeholder groups and meetings has not been finalized. Offerors should propose an engagement approach that reasonably supports stakeholder coordination and project objectives described in the RFP.
14	Are there required community or cultural consultation processes beyond campus stakeholders?	The University may involve appropriate campus and cultural stakeholders during project development as determined necessary to support project objectives.
15	Are interior wayfinding systems (egress/life-safety, room IDs, exit route, restroom ADA) and other ADA required signage being considered, or is the scope strictly exterior? It is strictly exterior. Should the Contractor assume every permanent room/space requires ADA-compliant signage that is not considered wayfinding?	The project may include both exterior and interior wayfinding and signage elements as further identified during project development and refinement.
16	Will emergency wayfinding (fire/life safety coordination) be required?	Emergency, safety, and regulatory signage considerations may be addressed where applicable and consistent with project requirements identified during contract performance.
17	Is digital wayfinding (QR, UH app-based, or web integration) to be considered within scope?	Digital wayfinding concepts or related technologies may be considered as part of the project recommendations where appropriate and consistent with project objectives.
18	Is there a requirement for modular or replaceable signage systems to maintain compliance over time?	The University is interested in signage solutions that support long-term functionality, maintainability, and adaptability where appropriate.
19	For Phase 3 is there a formal brand governance framework to follow?	Applicable University of Hawai'i branding standards and Leeward Community College design guidance shall be considered during development of project deliverables.

20	The RFP states a 12-month overall project duration — is the installation oversight period a component of those 12 months, or does oversight extend beyond it?	The anticipated project duration is identified in the RFP. Actual project scheduling and oversight activities will be coordinated during contract performance based on project needs and implementation timelines.
21	Will the Contractor be required to certify installation compliance (ADA), or act strictly in an introductory advisory role to the installer?	The awarded Contractor is expected to provide professional advisory and coordination support consistent with the Scope of Work. Final compliance determinations and acceptance authority remain with the University.
22	Is there a required asset management system or required digital archive submittal standard?	The University has not established a required asset management platform or archival standard for this project. Offerors may propose reasonable approaches for deliverable organization and digital record management.
23	Has the University established a budget or funding ceiling for this professional services contract? Understanding the budget would allow offerors to propose a solution appropriately scaled to available resources.	The University will not disclose an estimated budget for this solicitation. Offerors are encouraged to submit proposals that are responsive to the Scope of Work and represent their best value solution.