



HAWAII TOURISM AUTHORITY

Addendum Date: May 15, 2026

**ADDENDUM 1 TO INVITATION FOR BID NO. IFB 27-12
for
2026 HAWAII TOURISM CONFERENCE SERVICE PROVIDER**

STATE OF HAWAII
HAWAII TOURISM AUTHORITY
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM

This Addendum includes:

- IFB 27-12 2026 Hawaii Tourism Conference Service Provider answers to questions submitted on HiePRO.

Note: A new version of the RFP is not forthcoming. All changes are documented in the Addendum(s). Applicants must refer to the Addendum(s) to know of the changes.

QUESTIONS AND ANSWERS

1. For the Keep it Hawaii Recognition Program - is there a POC who coordinates the solicitation for nominations, collection of nominations, coordinating the judges, scoring .. the process? I understand that this is the theme for one of the luncheons. Will that POC script and direct the programming for the award luncheon? Who purchases the leis and awards for this program? Will guest tickets be sold for this luncheon outside of the HTA Conference?
 - a. The selected Conference Service Provider (CSP) will serve as the point of contact (POC) to coordinate solicitation for nominations, collection of nominations, and coordinate the judges. The HTA will assist in publicizing the call for nominations, which may include communications through HTA email lists, social media, etc. HTA will lead the scoring for the process together with the judges. The CSP will also serve as the POC for the script and programming for the award luncheon under HTA's supervision. The CSP shall purchase the leis and awards for the Keep it Hawaii luncheon. At this time, the HTA does not plan on selling guest tickets for the luncheon.