



Addendum Date: September 2, 2026

ADDENDUM 1 TO RFP NO. RFP 27-10
for
RFP 27-10 ADMINISTRATION of HAWAII TOURISM AUTHORITY'S VISITOR
EXPERIENCE PROGRAMS

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

This Addendum includes:

- RFP 27-10 Administration of Hawai'i Tourism Authority's Visitor Experience Programs 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. Section 2.2.1(1)(g) requires the Contractor to coordinate and conduct at least six (6) in-person information sessions across O'ahu, Kaua'i, Maui, Moloka'i, Hilo, and Kona, and one (1) statewide virtual informational session. Given the compressed period between the anticipated contract start (October 1, 2026) and the application cycle needed to execute awardee contracts before the 2027 program year, would HTA accept delivery of the required information sessions in a virtual format, recorded and published for on-demand viewing throughout the application window, in lieu of some or all of the six in-person sessions? If in-person sessions remain mandatory, please confirm whether the number and island locations stated in Section 2.2.1(1)(g) may be adjusted by mutual agreement with HTA after contract award.
- a. Mahalo for your question regarding the information session requirements outlined in Section 2.2.1(1)(g) of RFP 27-10.

Section 2.2.1(1)(g) requires the Contractor to coordinate and conduct six (6) in-person information sessions across O'ahu, Kaua'i, Maui, Moloka'i, Hilo, and Kona, along with one (1) statewide virtual informational session. These sessions are an important component of ensuring equitable access to program information across communities statewide.

At this time, HTA will not accept virtual-only delivery of the required in-person sessions in lieu of those six island-based sessions. Offerors should plan to meet the in-person requirement as stated in the RFP.

HTA recognizes that the contract start date and the upcoming program cycle create a compressed timeline. Should operational constraints arise after contract award, HTA may consider reasonable adjustments to the number or island locations of the in-person sessions. Any such modifications would require mutual agreement and must be formalized through a contract amendment. However, for proposal submission purposes, offerors must base their plans on the full scope as written.

HTA appreciates your diligence in reviewing and planning for the requirements of RFP 27-10 and looks forward to receiving your proposal.