

**ADDENDUM – Best and Final Offer (BAFO) Request
RFP DLIR-HRSP-RFP-26-02**

Marketing & Communications Services – Hawai'i Retirement Savings Program

The Department of Labor & Industrial Relations (DLIR) is requesting Best and Final Offers (BAFO) from all priority-listed offerors pursuant to HAR §3-122-53 and HAR §3-122-54.

Purpose of BAFO

Section 2.4 of the RFP requires a single firm-fixed price for the entire contract. Some proposals included pass-through or reimbursable media costs that do not conform to this requirement. SPO has advised DLIR that converting such pricing to firm-fixed constitutes a material proposal revision and must occur through formal discussions and BAFO.

Required BAFO Content

1. A revised single fixed total contract price inclusive of all deliverables.
2. Updated Appendix A Cost Table with fixed extended costs.
3. Updated Budget Narrative explaining all assumptions.
4. Removal of all pass-through or variable pricing.

Due Date

BAFO submissions must be uploaded to HlePRO no later than the date/time specified.
Late submissions will not be accepted.

Restrictions During BAFO

DLIR will not disclose information derived from competing proposals. Equal opportunity for revision will be provided to all priority-listed offerors.

Final Evaluation

After BAFO receipt, DLIR will evaluate pursuant to Section 4 of the RFP and proceed to award.