Division of Aquatic Resources

REQUEST FOR PROPOSALS
No. DAR RFP 2026 01

SEALED OFFERS
FOR

Wai‘anae Moku Coral Restoration

STATE OF HAWAI‘I
DEPARTMENT OF LAND & NATURAL RESOURCES

WILL BE RECEIVED UP TO 2:00 PM (HST)

ON JANUARY 4, 2027

ELECTRONICALLY THROUGH THE STATE OF HAWAI‘I ELECTRONIC PROCUREMENT SYSTEM (HIePRO).

Laura Anderson

Laura A Anderson
DAR Procurement Officer

STATE OF HAWAIʻI
DEPARTMENT OF LAND AND NATURAL RESOURCES
DIVISION OF AQUATIC RESOURCES
1151 PUNCHBOWL STREET, ROOM 330
HONOLULU, HAWAIʻI 96813

NOTICE TO OFFERORS

Specifications for Solicitation No. **DAR RFP 2026 01 Waiʻanae Moku Coral Restoration** are available for download on the State of Hawaii Electronic Procurement System (HIePRO). **All offers are due through electronic submittal on HIePRO by:**

Offers are due: **Date: January 4, 2027**
Time: 2:00 PM (HST)

At the time of the Award, Offeror shall be compliant with the State Rules and Regulations through Hawaiʻi Compliance Express (HCE), if not compliant, award shall not be issued. Offeror shall submit the original signed OFFER FORMS and supporting documentation for DAR RFP 2026 01 uploaded to HIePRO.

The award, if awarded, shall be subject to the availability of funds.

Should there be any question on this matter, please contact Laura Jackson at laura.a.jackson@hawaii.gov.

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SECTION ONE

INTRODUCTION, TERMS AND ACRONYMS, KEY DATES

1.1 INTRODUCTION

The State of Hawaii, Department of Land and Natural Resources (DLNR), Division of Aquatic Resources (DAR) is soliciting qualified partners to support the expansion of Community Based Coral Restoration Areas (CBCRAs) across the Waiʻanae Moku as part of the federal grant project "ʻĀina restoration through community governance to advance climate resilience in the Hawaiian Islands". The awarded contractor(s) will implement monitoring, restoration, knowledge exchange, community engagement, and climate resilience activities in partnership with DAR including stream, muliwai, reef, and watershed restoration approaches.

DAR Project Coordinators: Luna Kekoa, DAR Program Manager, Edward.L.Kekoa@hawaii.gov and
Kim Fuller, DAR Oahu Aquatic Biologist, kimberly.h.fuller@hawaii.gov

1.2 CANCELLATION

This request for proposals (RFP) may be canceled and any or all proposals rejected in whole or in part, without liability to the State, when it is determined to be in the best interest of the State.

1.3 TERMS AND ACRONYMS USED THROUGHOUT THE SOLICITATION

BAFO	Best and Final Offer
Contractor	Winning Bidder/Contractor
Coordinator	DAR Project Coordinator
CPO	Chief Procurement Officer
DAGS	Department of Accounting and General Services
DAR	Division of Aquatic Resources
GC	General Conditions, issued by the Department of the Attorney General
GP	General Provisions
Procurement Officer	The contracting officer for the State of Hawaii, State Procurement Office
State	State of Hawaii

1.4 RFP SCHEDULE AND SIGNIFICANT DATES

This schedule represents the State's best estimate of the schedule that will be followed. All times indicated are Hawaiʻi Standard Time (HST). If a

component of this schedule, such as “Proposal Due deadline” is delayed, the rest of the schedule will likely be shifted by the same number of days. Any changes to the RFP Schedule and Significant Dates shall be reflected in and issued in an amendment. The approximate schedule is as follows:

Release of Request for Proposals	November 23, 2026
Due Date to Submit Questions	December 7, 2026 @ 2:00 PM HST
State’s Response to Questions	December 11, 2026
Proposals Due Date/Time	January 4, 2027 @ 2:00 PM HST
Notice of Award	TBD
Contract Start Date	As determined by the Notice to Proceed

1.5 QUESTIONS ON RFP

The purpose is to provide Offerors an opportunity to submit written questions about the procurement.

All questions shall be submitted by the due date specified in Section 1.4 *RFP Schedule and Significant Dates*, as amended.

The State will respond to questions through Addenda/Amendments by the date specified in *SECTION 1.4, RFP SCHEDULE AND SIGNIFICANT DATES*, as amended.

SECTION TWO

BACKGROUND AND SCOPE OF WORK

2.1 PROJECT OVERVIEW AND OBJECTIVE

The contractor shall implement coral restoration, community engagement, monitoring, and knowledge-sharing activities across three primary sites: Pōkaʻi Bay (Site 1), Hāni'o (Site 2), and Nānākuli (Site 3). Work includes pre- and post-restoration photomosaics, restoration implementation, outreach presentations, community restoration events, knowledge exchange workshops, and coordination with local partners.

2.2 SCOPE OF WORK

Winning bidder/contractor (hereafter "Contractor") will perform the following tasks:

- Restore approximately 2,000 ft^2 of suitable habitat per site for three priority areas: Pōkaʻi Bay (Site 1), Hāni'o (Site 2), and Nānākuli (Site 3) in the Wai ʻanae moku.
- Restoration should include partnerships with the community, coral outplanting, and integration of restoration activities with local stewardship initiatives.
- Restoration should be performed using corals of opportunity (COO), prioritizing reattachment of >10 cm COO, and using coral fragments and/or coral modules as needed.
- Coordinate with one community group per site to identify restoration priorities, site design, and implementation activities.
- Conduct baseline, post restoration, and annual monitoring at applicable coral restoration sites within the Wai ʻanae moku, utilizing photogrammetry and other established monitoring methods to assess coral survivorship and restoration progress.
- Coordinate and facilitate one knowledge exchange workshop for each of the three coral restoration sites.
- Provide community partners with monitoring results, restoration updates, and education materials to support local stewardship and outreach.
- Participate in community events within each coral restoration site ahupuaʻa, including neighborhood meetings, classroom presentations, community workdays, and education events.
- Submit annual and final reports to the Division of Aquatic Resources outlining all activities and findings funded by the award, including but not limited to coral outplant metrics, survivorship of restored corals, and outreach metrics.

- Review restoration priorities, site design, and implementation with the Division of Aquatic Resources Permitting Team to acquire appropriate Special Activity Permits as necessary.

2.3 OFFEROR'S QUALIFICATIONS

The following are minimum qualifications the Offeror must meet for their proposal submittal to be eligible for evaluation. The Offerors submittal should be sufficiently detailed to clearly show how you meet the minimum qualifications without looking at any other material. Those that are not clearly responsive to these minimum qualifications shall be rejected by the State without further consideration.

Offeror must meet the minimum requirements to be considered responsive. Failure to meet these minimum requirements will cause the Offeror to be rejected from further evaluation. The Contractor shall have the following qualifications:

Experience & Expertise

- At least 7 years of experience in coral restoration, marine conservation, and outreach in Hawai‘i.
- At least two years of coral restoration paired with community engagement in nearshore waters off the western shore of O‘ahu.
- Knowledge of the coral reef ecosystems in Hawai‘i.
- Demonstrated experience and relationships with Hawai‘i ocean users and user dynamics.
- Vendor must have a current and valid Special Activity Permit for Coral Restoration.
- Established relationship working with DAR in Coral Restoration projects.
- Established relationships with community groups and organizations in the Wai‘anae moku.
- Vendor is HCE compliant.

Financial & Administrative Capacity

- Ability to manage grant and contract funding and provide detailed programmatic and financial reports.
- Strong record of compliance with state and federal environmental regulations and procurement processes.

Stakeholder Engagement & Public Outreach

- Proven track record of working with relevant government agencies, community groups, and marine industry stakeholders in Hawai‘i.

- Experience in education, outreach, and engagement with Hawai‘i ocean users.

2.4 OFFEROR'S RESPONSIBILITIES

1. Perform all tasks in the Scope of Work.
2. Issues brought to the Offeror's attention must be addressed within forty-eight (48) hours.
3. Selected Offeror must provide summary reports to DAR twice a year (Coordinator will provide schedule after Notice to Proceed) and quarterly project update briefings to Coordinator.
4. If awarded, the Contractor shall not commence any work until it obtains, at its own expense, all required insurance. Such insurance must have the approval of the Department as to limit, form and amount and must be maintained with a company authorized by law to issue such insurance in the State of Hawaii. All insurance described herein will be maintained by the Contractor for the full period of the contract and in no event will be terminated or otherwise allowed to lapse prior to written certification of final acceptance by the Department. Certificate(s) of Insurance acceptable to the Department shall be provided to the Contract Administrator prior to commencement of work. The insurance policies shall name the State of Hawaii, its officers and employees as an additional insured and such coverage shall be noted on the Certificate. The Contractor's General Liability Insurance shall be no less than $1,000,000 per occurrence and $2,000,000 in the aggregate. The Contractor's Automobile Insurance shall be no less than $1,000,000 per accident.

2.5 DAR RESPONSIBILITIES

1. Review and approve project deliverables.
2. Monitor project progress through status meetings, status reports, and project schedules, bring issues to Contractor's attention in a prompt manner.
3. Issue payment to Vendor upon receiving acceptable deliverables and appropriate invoices while ensuring that vendor is HCE compliant before processing invoices.

2.6 TERM OF CONTRACT

Successful Offeror shall be required to enter in a formal written contract to commence work on this project. The initial term of the contract shall be for a 24-month period starting on the official commencement date of the Notice to Proceed. The contract may be extended for up to four (4) additional months, or any portion thereof, without the necessity of re-bidding, if mutually agreed upon in writing prior to contract expiration but cannot go

beyond the Federal Grant Award expiration. The Contractor or State may terminate the extended contract period at any time upon two (2) weeks prior written notice.

The initial contract period of performance is intended to begin approximately February 2027 and end January 2029.

2.7 FUNDING AND PAYMENT

2.7.1 Funding is limited to Pili Na Moku federal award funds and subject to availability.

2.7.2 Payment shall be made upon submission of signed invoices as requested and upon review and acceptance by the State. At the time of invoicing, applicant shall be compliant with the State's Rules and Regulations through the Hawaii Compliance Express. If not compliant, payments shall not be issued.

2.8 CONTRACT ADMINISTRATOR

For the purpose of this contract, Laura Anderson, 808-640-1164, or authorized representative, is designated the Contract Administrator.

SECTION THREE

PROPOSAL FORMAT AND CONTENT

3.1 OFFEROR'S AUTHORITY TO SUBMIT AN OFFER

The state will not participate in determinations regarding an Offeror's authority to sell a product or service. If there is a question or doubt regarding an Offeror's right or ability to obtain and sell a product or service, the Offeror shall resolve that question prior to submitting an offer.

3.2 REQUIRED REVIEW

3.2.1. Before submitting a proposal, each Offeror must thoroughly and carefully examine this RFP, any attachment, addendum, and other relevant document, to ensure Offeror understands the requirements of the RFP. Offeror must also become familiar with State, local, and Federal laws, statutes, ordinances, rules, and regulations that may in any manner affect cost, progress, or performance of the work required.

3.2.2. Should Offeror find defects and questionable or objectionable items in the RFP, Offeror shall notify the Division of Aquatic Resources in writing prior to the deadline for written questions as stated in the RFP *Schedule and Significant Dates*, as amended. This will allow the issuance of any

necessary corrections and/or amendments to the RFP by addendum and mitigate reliance of a defective solicitation and exposure of preproposal(s) upon which award could not be made.

3.3 PROPOSAL PREPARATION COSTS

All costs incurred by the Offeror in preparing or submitting a proposal shall be the Offeror's sole responsibility whether any award results from this RFP or not. The State shall not reimburse such costs.

3.4 TAX LIABILITY

3.4.1. Work to be performed under this solicitation is a business activity taxable under HRS Chapter 237, and if applicable, taxable under HRS Chapter 238. Contractor is advised that they are liable for the Hawaii GET at the current 4.5% for sales made on Oahu. If, however, an Offeror is a person exempt by the HRS from paying the GET and therefore not liable for the taxes on this solicitation, Offeror shall state its tax-exempt status and cite the HRS chapter or section allowing the exemption.

3.4.2. Federal I.D. Number and Hawaii General Excise Tax License I.D. Offeror shall submit its current Federal I.D. No., and Hawaii General Excise Tax License I.D. number in the space provided on Offer Form, page OF-1, thereby attesting that the Offeror is doing business in the State and that Offeror will pay such taxes on all sales made to the State.

3.5 PROPERTY OF STATE

All proposals become the property of the State of Hawaii.

3.6 CONFIDENTIAL INFORMATION

3.6.1. If an Offeror believes that any portion of a proposal, offer, specification, protest, or correspondence contains information that should be withheld from disclosure as confidential, then the Offeror shall inform the Procurement Officer named on the cover of this RFP in writing and provided with justification to support the Offeror's confidentiality claim. Price is not considered confidential and will not be withheld.

3.6.2. An Offeror shall request in writing nondisclosure of information such as designated trade secrets or other proprietary data Offeror considers to be confidential. Such requests for nondisclosure shall accompany the proposal to facilitate eventual public inspection of the non-confidential portion of the proposal.

3.7 EXCEPTIONS

Should Offeror take any exception to the terms, conditions, specifications, or other requirements listed in the RFP, Offeror shall list such exceptions in this section of the Offeror's proposal. Offeror shall reference the RFP section where exception is taken, a description of the exception taken, and the proposed alternative, if any. The State reserves the right to accept or not accept any exceptions.

No exceptions to statutory requirements of the AG General Conditions shall be considered.

3.8 PROPOSAL OBJECTIVES

3.8.1. One of the objectives of this RFP is to make proposal preparation easy and efficient, while giving Offerors ample opportunity to highlight their proposals. The evaluation process must also be manageable and effective.

3.8.2. Proposals shall be prepared in a straightforward and concise manner, in a format that is reasonably consistent and appropriate for the purpose. Emphasis will be on completeness and clarity and content.

3.8.3. When an offeror submits a proposal, it shall be considered a complete plan for accomplishing the tasks described in the RFP and any supplemental tasks the Offeror has identified as necessary to successfully complete the obligations outlined in this RFP.

3.8.4. The proposal shall describe in detail the Offeror's ability and availability of services to meet the goals and objectives of this RFP as stated in Section 2.2 SCOPE OF WORK.

3.8.5. Offeror shall submit a proposal that includes an overall strategy, timeline and plan for the work proposed as well as expected results and possible shortfalls.

3.9 PROPOSAL FORMS

3.9.1. To be considered responsive, the Offeror's proposal shall respond to and include all items specified in this RFP and any subsequent addendum. Any proposal offering any other set of terms and conditions that conflict with the terms and conditions providing in the RFP or in any subsequent addendum may be rejected without further consideration.

3.9.2. Offer Form, Page OF-1. Offer Form, OF-1 is required to be completed using Offeror's exact legal name as registered with the Department of Commerce

and Consumer Affairs, if applicable, in the appropriate space on Offer Form, OF-1. Failure to do so may delay proper execution of the Contract.

The Offeror's authorized signature on the Offer Form, OF-1 shall be an original signature in ink, which shall be required before an award, if any, can be made. The submission of the proposal shall indicate Offeror's intent to be bound.

3.9.3. Offer Form, Page OF-2. Pricing shall be submitted on Offer Form OF-2. The price shall be an all-inclusive cost, including the GET, to the State. No other costs will be honored. Any unit prices shall be inclusive.

3.10 PROPOSAL CONTENTS

Proposals must:

3.10.1. Include a transmittal letter to confirm that the Offeror shall comply with the requirements, provisions, terms, and conditions in this RFP.

3.10.2. Include a signed Offer Form OF-1 with the complete name and address of Offeror's firm and name, mailing address, telephone number, and fax number of the person the State should contact regarding the Offeror's proposal.

3.10.3. If subcontractor(s) will be used, append a statement to the transmittal letter from each subcontractor, signed by an individual authorized to legally bind the subcontractor and stating:

a. The general scope of work to be performed by the subcontractor.

b. The subcontractor's willingness to perform for the indicated.

3.10.4. Provide all the information requested in the RFP in the order specified.

3.10.5. Be organized into sections, following the exact format using all titles, subtitles, and numbering, with tabs separating each section below. Each section must be addressed individually, and pages must be numbered.

a. **Transmittal Letter**
See ATTACHMENT 2, OFFER FORM OF-1.

b. **Experience and Capabilities**

1) A complete, relevant, and current client listing, including partnering agencies and communities.

2) The number of years Offeror has been in business, and the number of years Offeror has performed services specified by this RFP.

3) A list of key personnel and associated resumes for those who will be dedicated to the project.

4) A list of at least three (3) references from the Offeror's client listing that may be contacted by the State as to the Offeror's past and current job performance. Clients should be of a similar size, function, and business as DAR. Offeror shall provide names, titles, organizations, telephone numbers, email, and postal addresses.

5) A summary listing of judgements or pending lawsuits or actions against, adverse contract actions, including termination(s), suspension, imposition of penalties, or other actions relating to failure to perform or deficiencies in fulfilling contractual obligations against your firm. If none, so state.

6) A list of sample projects and/or examples of written plans.

c. **Proposal Narrative:**

1) Detailed approach to expand coral restoration efforts in three priority areas in the Waiʻanae moku, repairs, and installations. Proposed methodology for baseline, post restoration, and annual monitoring of new coral restoration sites.

2) Proposed methodology for engaging community partners in the coral restoration project including identifying restoration priorities, site design, and implementation activities.

3) Capability and experience to lead and/or assist with coral restoration projects, as well as community outreach activities and exchanges.

4) Knowledge of and experience with relevant environmental assessment and permitting requirements and processes.

5) Strategies and implementation capacity for engaging relevant stakeholders

d. **Pricing**
See *ATTACHMENT 2, OFFER FORM OF-2*.

3.11 RECEIPT AND REGISTER OF PROPOSALS

Proposals will only be received within the State of Hawaii Electronic Procurement System (HIePRO). All offers are due through electronic submittal on HIePRO by January 4, 2027, by 2:00 PM (HST).

At the time of the Award, Offeror shall be compliant with the State Rules and Regulations through Hawai'i Compliance Express (HCE), if not compliant, award shall not be issued. Offeror shall submit the original signed OFFER FORMS and all other offer documents for DAR RFP 2026 01 uploaded to HIePRO.

3.12 BEST AND FINAL OFFER (BAFO)

If the State determines a BAFO is necessary, it shall request one from the Offerors. The Offerors shall submit its BAFO and any BAFO received after the deadline or not received shall not be considered.

3.13 MODIFICATION PRIOR TO SUBMITTAL DEADLINE OR WITHDRAWAL OF OFFERS

3.13.1. The Offeror may modify or withdraw a proposal before the proposal due date and time.

3.13.2. Any change, addition, deletion of attachment(s) or data entry of an Offer may be made prior to the deadline for submittal of offers.

3.14 MISTAKES IN PROPOSALS

3.14.1. Mistakes shall not be corrected after award of contract.

3.14.2. When the Procurement Officer knows or has reason to conclude before award that a mistake has been made, the Procurement Officer may request the offeror to confirm the proposal. If the Offeror alleges mistake, the proposal may be corrected or withdrawn pursuant to this section.

3.14.3. Once discussions are commenced or after best and final offers are requested, any priority-listed Offeror may freely correct any mistake by modifying or withdrawing the proposal until the time and date set for receipt of best and final offers.

3.14.4. If discussions are not held, or if the best and final offers upon which award will be made have been received, mistakes shall be corrected to the intended correct offer whenever the mistake and the intended correct offer are clear on the face of the proposal, in which event the proposal may not be withdrawn.

3.14.5. If discussions are not held, or if the best and final offers upon which award will be made have been received, an Offeror alleging a material mistake of fact which makes a proposal non-responsive may be permitted to withdraw the proposal if: the mistake is clearly evident on the face of the proposal but the intended correct offer is not; or the Offeror submits evidence which clearly and convincingly demonstrates that a mistake was made.

3.14.6. Technical irregularities are matters of form rather than substance evident from the proposal document, or insignificant mistakes that can be waived or corrected without prejudice to other Offerors; that is, when there is no effect on price, quality, or quantity. If discussions are not held or if best and final offers upon which award will be made have been received, the Procurement Officer may waive such irregularities or allow an Offeror to correct them if either is in the best interest of the State. Examples include the failure of an Offeror to: return the number of signed proposals required by the request for proposals; sign the proposal, but only if the unsigned proposal is accompanied by other material indicating the Offeror's intent to be bound; or to acknowledge receipt of an amendment to the request for proposal, but only if it is clear from the proposal that the Offeror received the amendment and intended to be bound by its terms; or the amendment involved had no effect on price, quality or quantity.

SECTION FOUR

EVALUATION CRITERIA

4.1 RECEIPT AND REGISTER OF PROPOSALS

Submission of a proposal shall not create rights, interest, or claims of entitlement in any proposer, including the best evaluated proposer. The State reserves the right, at its sole discretion, to reject any and all proposals in accordance with applicable laws and regulations; including, but not limited to unreasonably high prices, failure of all proposals to meet technical specifications, error in the request for proposals, cessation of need, unavailability of funds, or a determination by the procurement agency that proceeding with the procurement would be detrimental to the best interests of the State.

4.1.1 WEIGHTING AND EVALUATION OF PROPOSALS

Proposals will be ranked by an evaluation committee consisting of three or more government officials. Evaluation criteria and their associated points

are listed below. The award will be made to the responsible provider(s) whose proposal is/are determined to be the most advantageous to the State based on the evaluation criteria listed in this section. Proposals will be reviewed for inclusion of necessary documents and proposal requirements; any proposals that do not contain the required documents may be deemed unacceptable. All acceptable proposals will be viewed by an evaluation committee as specified in this section. The State reserves the right to determine what is in the State's best interest in this evaluation process. The proposal with the most value for the State may not necessarily be the proposal offering the lowest cost. The State reserves the right to select portions of a proposal, or to reject all proposals.

Evaluation Criteria - Those proposals that are determined to be acceptable shall be evaluated based upon the criteria detailed below. The evaluation process will award points for each criterion based on the total available points for that criterion (e.g., Total points = 100: high score = 100, low score = 0). The sum of all criteria will equal the total proposal score. Those proposals failing to receive a minimum qualifying score (65) shall be disqualified from further consideration. The total number of points used to score this proposal is 100.

Proposals submitted will be evaluated using the following criteria:

1. Relevant Subject Matter Experience. Total points = 30
    - Provider has professional qualifications and experience that will allow them to perform actions described in the RFP and submitted proposal.
    - Working knowledge of coral restoration

2. Technical Approach. Total points = 25
    - Project objectives, details, and relevant information adequately address the description of work and can be completed within the award period.
    - Proposed methods to achieve the objectives are determined to be the best option.
    - Project staff can start within a reasonable amount of time.

3. Compliance & Administrative Capacity. Total points = 20
    - Vendor is HCE compliant and provided all required documentation.
    - Shows capacity of and previous experience in Coral restoration in Hawaii.
    - Demonstrated success working with the state of Hawaii.

4. Stakeholder Engagement & Outreach Experience. Total points = 15
    - Proposal includes strategic communication for engaging relevant and diverse stakeholders (e.g., community groups, conservation organizations, dive shops, other ocean users).
    - Provider has experience in and capacity for educating relevant and diverse stakeholders.

- Current collaborations with communities in the Waiʻanae moku interested in coral restoration

5. Budget Feasibility & Cost Efficiency. Total points = 10
    - The budget should be adequate to complete the scope of work and budget expenses should be relevant to project objectives.
    - Budget should be all inclusive of cost information for labor, mobilization costs/transportation, materials, and supplies, etc.

SECTION FIVE

ATTACHMENTS

Attachments and Offer Forms are additional documents provided along with this RFP.

Attachment 1.	Hawaiʻi Reef Restoration Monitoring Guide
Attachment 2.	Offer Forms for DAR RFP 2026 01