

December 3, 2012

REQUEST FOR PROPOSALS

**INTERPRETIVE SERVICES FOR
THE DEAF AND HARD-OF-HEARING STUDENTS
DEPARTMENT OF EDUCATION KAUAI COMPLEX AREA
RFP No.: RFP F12-155**

The Department of Education, Kauai Complex Area Special Education Section, is requesting proposals from qualified applicants to provide interpretive services for the deaf and hard-of-hearing students in the Kauai Complex Area. Multiple contracts may be awarded under this request for proposals. The contract term will be from upon full execution of the contract by the Superintendent and shall end twelve (12) months from the date of execution.

Copies of this Request for Proposals (“**RFP**”) may be obtained at the DOE Procurement and Contracts Branch, Waipahu Civic Center, 94-275 Mokuola St, Rm. 200, Waipahu, Hawaii 96797 or downloaded from the Hawaii State Procurement Office (“**SPO**”) website: <http://spo3.hawaii.gov/notices/notices> or <http://hawaii.gov/spo2/health/rfp103f/> .

Proposals shall be mailed, postmarked by the United States Postal Service on or before January 7, 2013, and received no later than 10 (ten) days from the submittal deadline. Hand-delivered proposals shall be received no later than 2:00 p.m., Hawaii Standard Time (HST), on January 7, 2013, at the drop-off site designated on the Proposal Mail-in and Delivery Information Sheet. Proposals postmarked or hand delivered after the submittal deadline shall be considered late and rejected. There are no exceptions to this requirement.

The DOE will conduct an orientation on December 12, 2012, from 3:00 p.m. to 4:30 p.m., HST, at the 3rd floor Conference Room, 3060 Eiwa St., Lihue, Hawaii 96766 (State Building). All prospective applicants are encouraged to attend the orientation.

The deadline for submission of written questions is 4:00 p.m., HST, on December 13, 2012. All written questions will receive a written response from the State on or about December 14, 2012.

All inquiries should be directed to Lois Mow, Procurement and Contracts Branch at 94-275 Mokuola St, Rm. 200, Waipahu, Hawaii 96797, telephone: (808) 675-0130, email: lois_mow@notes.k12.hi.us.

**KATHRYN S. MATAYOSHI
SUPERINTENDENT**

Procurement Notice Posted on December 3, 2012