

LINDA LINGLE
GOVERNOR OF HAWAII



STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES

DIVISION OF FORESTRY AND WILDLIFE
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HONOLULU, HAWAII 96813
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HISTORIC PRESERVATION
KAHOOLAWE ISLAND RESERVE COMMISSION
LAND
STATE PARKS

25
August 18, 2010

Pauline Sato, Program Director
Malama Learning Center
P.O. Box 75467
Kapolei, HI 96707

Subject: Notice of Award
RFP No. ELP-10
Environmental Literacy Plan Coordination

I am pleased to inform you that the Evaluation Committee selected the proposal Malama Learning Center submitted entitled: "Developing the Hawai'i Environmental Literacy Plan - An Educational Tool for Island Sustainability."

This award is conditioned on the following:

1) Submission of the following documents to this office within ten (10) working days from the date of this letter:

- a) A copy of the State of Hawaii (State) Department of Taxation tax clearance certificate (Form A-6) with an original green certified copy stamp;
- b) A copy of the State Department of Labor and Industrial Relations certificate of compliance with Section 3-122-112, Hawaii Administrative Rules (Form #LIR27) available from the Hawaii Compliance Express site;
- c) Evidence of Authority (usually a resolution by your board that you can sign documents for the foundation)

2) Successful execution of a contract.

The first step of completing the contract includes signing and return the three documents enclosed with this letter. Please return within ten (10) working days from the date of this letter:

- a) Contract for Goods and Services
- b) Standards of Conduct Declaration
- c) Contractor's Acknowledgement needs to be notarized (same date as on above two docs)

If you are unable to provide the above documents by the deadline, a request to extend the due date may be considered by this office. An extension may or may not be granted depending on the urgency of the procurement.

DLNR-DOFAW
RFP No. ELP-10
Notice of Award

After the contract is signed by the State, you will receive a "Notice to Proceed" That will designate the official starting date. The notice of award is issued as the first step in the award process. For a variety of reasons ,the state may find cause for cancellation of the award, this the State is not liable for any work, contract, costs, expenses, loss of profit, or any damages whatsoever incurred by your company until the contract has been fully executed by the State and the Notice to Proceed has been issued.

If you have questions, please contact Michelle Jones, Information and Education Coordinator at (808) 587-4188 or Michelle.G.Jones@hawaii.gov

Sincerely,



Laura H., Thielen
Chairperson and Procurement Officer