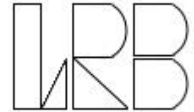


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LEGISLATIVE REFERENCE BUREAU
State of Hawaii
State Capitol, Room 446
415 S. Beretania Street
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April 9, 2025

SUBJECT: Responses to Written Inquiries on Request for Proposals No. LRB 01-25, Competitive Sealed Proposals for a Study to Examine Other States' Approaches to Regulating Certain Aspects of Condominium Regimes

In response to Request for Proposals No. LRB 01-25, the Legislative Reference Bureau received the following timely written inquiries.

The Bureau's responses to the inquiries are below, in bold:

- (1) To support the development of a proposed timeline, how much time approximately should an offeror anticipate for [Legislative Reference Bureau] review of preliminary findings and recommendations, project report outline, and preliminary draft of the report? Will there be reviewers to anticipate in addition to the [Legislative Reference Bureau] staff and leadership?

The Contractor should expect approximately 2 to 3 weeks' turnaround time between their submission of findings, outline, and drafts for Legislative Reference Bureau staff to review those submissions. However, the amount of time may vary depending on the length and complexity of the materials submitted to the Bureau for review.

During this time, the Contractor may be expected to correspond directly with or meet with Legislative Reference Bureau staff to respond to questions, edits, or other direction on the course of the contracted study. During the preparation of the study, the Contractor should expect their submissions to be reviewed by the Contract Administrator, certain members of the LRB staff study team, and the Director of the Legislative Reference Bureau.

- (2) Does [Legislative Reference Bureau] anticipate the contractor will engage with the Condominium Property Regime Task Force and/or other Hawai'i stakeholders throughout the study?

Engaging with the Condominium Property Regime Task Force or other stakeholders is not specifically stated among the requirements for preparing the study. However, if a

Bidder believes that such engagement would provide relevant information or is critical to delivering responses to core inquiries of the study (See Sections 2.2 and 2.4 of the RFP; see also Act 43, Session Laws of Hawaii 2024), and wishes to include this in their proposal, the Bidder should clearly state this information in their proposal.

As noted above, during the preparation of the study, the Contractor should expect to communicate directly with Bureau staff and have their submissions (e.g., project outline, drafts, etc.) reviewed by Legislative Reference Bureau staff.

- (3) Is the budget available to the contractor for this project equal to the amounts allocated in Act 43 §4-5, or is there a different budgetary amount allocated for the successful offeror, and if so can you share the budget available or anticipated?

The amounts appropriated in Act 43, or so much thereof as necessary, have been allocated to contract for the study. No more than these amounts have been appropriated for this project, and no more than these amounts may be expended for this project. A Bidder's proposal should clearly state a total price for providing the services requested in the Request for Proposals. See Section 3.12 of the Request for Proposals.

- (4) Shall the offeror anticipate and/or be available for any presentation or engagement directly with the Hawai'i State Legislature, or its members, beyond the consultation anticipated with [Legislative Reference Bureau] as described in 2.6.E. of the RFP?

The extent of legislative inquiries, if any, about the contents of the final report is a matter outside the control of the Legislative Reference Bureau. As noted in the RFP, the Contractor should be available to consult with Legislative Reference Bureau staff, as needed, to assist staff in responding to legislative inquiries about the contents or conclusions presented in the Contractor's report. (See Section 2.6.E, of the Request for Proposals).

Based on the Bureau's experience with past contract studies, the Contractor may be requested to offer a presentation or briefing on their report to interested members of the Legislature or their Committee. Attendance at public hearings or testimony on bill consideration was not required.

In addition to the Legislature, Act 43 requests that the report be delivered to the Condominium Property Regime Task Force. It is unknown at this time whether the Task Force will request a briefing on the contents of the report.