

**KAILUA VILLAGE BUSINESS  
IMPROVEMENT DISTRICT**

Debbie Baker,

Executive Director

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**REQUEST FOR PROPOSAL  
A Revitalized Vision for Hale Halawai**

**PURPOSE** Parks and public spaces are a tangible reflection of the quality of life in a livable community. Studies show that parks can increase wellbeing, promote social connection, aid the environment and have positive impacts on the local economy.

A revitalized vision of Hale Halawai as the *piko* of Historic Kailua Village will celebrate our heritage, encourage interaction between residents and promote a deeper sense of community.

**GOAL** To engage a project consultant to assist KVBID in leading a process to develop a community vision for a revitalized Hale Halawai. This needs to be a broadly collaborative process, one that engages policymakers, county agencies and community stakeholders in design, planning and future management of this treasured resource.

**SCOPE**

1. Identify, compile, convene and facilitate an outreach plan to engage policymakers, county agencies, stakeholders and the public in community conversations.
2. Synthesize input and draft a coherent vision to revitalize Hale Halawai as a vibrant community asset.
3. Compile Order of Magnitude Estimates to assist in decision-making purposes and cost-benefit decisions.

**PROPOSAL** Components must include discussion on how the consultant will approach:

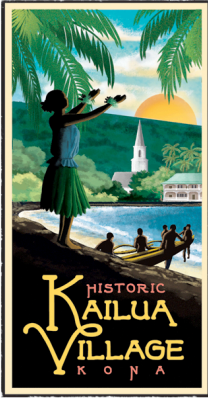
1. Understanding the roles of KVBID, County and community
2. Establishing a visioning process for policymakers, county agencies, stakeholders and the public

Your response should outline the following. No actual work product is required as part of this RFP.

- professional qualifications, related work experience, established on-island relationships and professional references
- proposed project timeline
- fee for scope of services

Proposals are due in on or before **October 5, 2018**. Deliver to Debbie Baker, Kailua Village BID, 75-5751 Kuakini Hwy #202, Kailua-Kona HI 96740 (808-326-7820), electronically at [kailuavillage@gmail.com](mailto:kailuavillage@gmail.com). Presentations from short-listed consultants may be scheduled. Estimated start date for the selected consultant is October 19, 2018.

**BUDGET** Not to exceed \$45,000.



Consultant to provide all equipment and materials necessary for the completion of services as needed. Consultant will be in compliance with all labor and employment laws and provide Workers Compensation Insurance in compliance with statutory minimums. General liability insurance will also be required. The Consultant is an independent contractor and KVBID shall not provide liability insurance, Workers Compensation insurance or Unemployment insurance on Contractor's behalf. Consultant shall not act as an agent for KVBID nor shall it be deemed to be an employee of KVBID for any purpose whatsoever. Consultant shall not enter into any agreement or incur any obligations on behalf of KVBID.