

**Hope Service Hawaii
Request for Proposal (RFP)
NEPA Environmental Assessment Services:
17-649 ALA LOOP
MOUNTAIN VIEW, HI 96771
TMK: (3)-1-7-008-001**

RFP Number: 2025-01

Date Issued 7/11/2025

Proposal Due Date: August 10, 2025

Project Sponsor: Hope Service Hawaii

1. Introduction

Hope Service Hawaii is soliciting proposals from qualified firms to provide commercial property environmental assessment services for the development of above property. The services will be conducted in compliance with all applicable federal, state, and procurement requirements.

2. Background

Beginning in 1986, the Roman Catholic Church in the State of Hawaii, doing business as the Office for Social Ministry, pioneered the response to much needed services for families and individuals experiencing homelessness on Hawai'i Island. As the need for focused housing and support services greatly increased due to prevalent and increased rates of homelessness, HOPE Services Hawaii, Inc. (HOPE) was created. Since its inception as a nonprofit charitable organization in 2010, HOPE has expanded its service capacity and evolved to target and serve the most economically- and socially disadvantaged populations.

3. Scope of Work

The selected firm will be responsible for conducting a NEPA Environmental Assessment Services of the following property/properties:

- **Property Address:** 17-649 ALA LOOP, MOUNTAIN VIEW, HI 96771
- TMK: (3)-1-7-008-001
- **Property Type:** Agricultural zoned to be developed for affordable permanent supportive housing with State Emergency Proclamation for Homeless Development
- **Property Size:** 23.3 acres
- **Property Description:**
The acquisition of the Mountain View property presents a strategic investment opportunity to develop an affordable housing, with an agricultural workforce development community. Located at 17-649 Ala Loop, Mountain View, HI 96771, this 23.37-acre property includes a 4680 square foot agricultural processing warehouse with

office spaces and a full bathroom. The property has previously generated income as a farm and served as an agricultural therapy center.

The project involves a split development plan. The front development used for processing agricultural products and could operate as a community farmer's market. The back development has three distinct clusters of 8-10 micro sheds with land to establish more housing units and community garden plots. This project would leverage Hawaiian cultural values working the 'Āina or land to transform individuals from homelessness to becoming contributing members of society.

The scope of work includes, but is not limited to, the following tasks:

1. **Project Initiation and Data Collection**
 - Review project plans, site information, and relevant documents.
 - Meet with, HOPE Services Hawaii to clarify project objectives and timelines.
2. **Environmental Review Process**
 - Conduct a thorough environmental review in compliance with NEPA and HUD regulations (24 CFR Part 58).
 - Identify any adverse environmental impacts and recommend mitigation measures where necessary.
 - Evaluate impacts on areas such as land use, air and water quality, noise, hazardous materials, floodplain management, wetlands, historic preservation, and socio-economic factors.
3. **Preparation of Environmental Assessment (EA) Document**
 - Prepare a draft EA and FONSI (Finding of No Significant Impact), if applicable, ensuring compliance with NEPA and HUD requirements.
 - Prepare supporting documents, such as environmental checklists, project maps, public notices, and technical reports.
4. **Public Involvement and Notification**
 - Facilitate public notifications, including publishing public notices.
 - Organize and document any public meetings or hearings as required.
5. **Consultation and Coordination with Regulatory Agencies**
 - Consult with federal, state, and local regulatory agencies, such as the EPA, State Historic Preservation Office, U.S. Fish and Wildlife Service, and other relevant stakeholders.
 - Obtain necessary permits and clearances, ensuring compliance with all applicable regulations.
6. **Final EA and Project Documentation**
 - Address comments from the public and regulatory agencies and finalize the EA document.
 - Submit the final EA, FONSI, and any required Record of Decision (ROD) to, HOPE Services Hawaii and HUD for approval.
 - Provide a compliance checklist and electronic copies of all documents.

4. Submission Requirements

Firms responding to this RFP must include the following information in their proposals:

1. **Company Profile and Qualifications**
 - Summary of firm's experience with NEPA EAs for HUD-funded projects.
 - Resumes of key personnel, including their roles and qualifications.
2. **Project Understanding and Approach**
 - Description of the firm's approach to meeting NEPA and HUD requirements.
 - Timeline for completion of major tasks and milestones.
3. **Relevant Experience and References**
 - Summary of relevant project experience, including references from at least three recent clients.
4. **Budget and Fee Structure**
 - Provide a detailed budget, including personnel rates, travel, and other direct costs.
5. **Certifications and Insurance**
 - Documentation of required certifications, licenses, and insurance.

5. Evaluation Criteria

Hope Services will evaluate all proposals based on the following criteria:

- Conformance with all the material terms and conditions of the RFP.
- Evaluation of experience with scope of work.
- Ability to meet the established project completion schedule.

Failure by the bidder to demonstrate capacity in meeting the evaluation factors may result in reduced bid scoring and/or bid rejection. Applicants shall be evaluated based on the following evaluation scoring:

1. Lowest Price (20 points)
2. Experience and past experience on similar contracts (15 points)
3. Ability to meet the established project completion schedule (15 points)
4. Total possible points: 50

The bidder with the highest total evaluation score shall be selected and awarded the contract.

6. Submission Instructions

- **Submission Deadline:** Proposals must be submitted no later than **August 10, 2025**. HOPE Services Hawaii reserves the right to extend this deadline.
- **Submission Format:** Proposals must be submitted electronically in PDF format to: phurney@hopeserviceshawaii.org
- **Contact Person:** Patrick Hurney
- **Contact Email/Phone:** phurney@hopeserviceshawaii.org / 808-785-3978 (cell)

7. Terms and Conditions

- Hope Services Hawaii reserves the right to reject any and all proposals.
- All costs associated with preparing and submitting a proposal are the responsibility of the proposer.
- This RFP does not commit Hope Services Hawaii to award a contract or to pay any costs incurred in the preparation of a proposal.

8. Contract Award

The contract will be awarded to the firm whose proposal is determined to be the most advantageous to Hope Services Hawaii, considering all factors listed in this RFP.

9. Contact Information

For further information or to submit a proposal, please contact:

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