



STATE PUBLIC CHARTER SCHOOL COMMISSION

REQUEST FOR PROPOSAL

#24-01

RESEARCH STUDY OF OLELO NIIHAU

ISSUED on OCTOBER 11, 2023

**PROPOSALS MUST BE SUBMITTED BY
OCTOBER 27, 2023 4:00 PM (Hawai'i Time Zone)**

This Request for Proposal (RFP) #24-01 is issued by the Hawai'i State Public Charter School Commission ("Commission") to conduct a research study with a focus on the language of Olelo Niihau.

The Commission serves as the State of Hawai'i's only charter school authorizer and is responsible for 37 currently operating public charter schools. Serving thousands of children throughout the State, Hawai'i's charter schools have been a source of innovation and community engagement in learning.

All parties interested in responding to this RFP will need to:

- Be authorized to operate and conduct business in the State of Hawai'i;
- Have prior experience in conducting research studies of the Hawaiian language and/or have published works on the Hawaiian language; and
- Strive to meet the Commission's target of completion, which is April 2024.

Services Requested

This research study will focus on the language of Olelo Niihau. At the request of the State Legislature, the Commission seeks a study of the following:

- A history of Olelo Niihau, including the socio-linguistic and cultural use, and current status of the language.
- Past and current educational and community-based initiatives and practices to maintain and transmit Olelo Niihau to present and future generations.
- Identification of the needs and challenges that Olelo Niihau speakers face that affect full participation and access to contemporary society.
- Recommendations essential to supporting the perpetuation and survival of Olelo Niihau by the multi-generational community of Olelo Niihau speakers.

RFP Submission Requirements

Proposals should be no more than 10 pages, not including references and resumes, and cover the following:

- 1) Identification of the Proposer
 - a) (If an Organization): The organization's full name, business address, telephone number, and email address, including a brief history of the organization. The names of those conducting the research for the organization should be provided.
 - b) (If an Individual or Individuals): A succinct description/biography of the individuals that will be conducting the study.
 - c) Resumes of those that will be conducting the study should be included and will not be counted towards the RFP page limit.
- 2) Description of qualifications and experience relating to the research subject matter.
- 3) Description of the Research Process: This description should explain how the proposer will receive the approval of an institutional review board, research ethics committee, or other similar organization to ensure the protection of human research participants. Also include a description of how the multi-generational community of Olelo Niihau speakers will be engaged in the research process.
- 4) Budget: A proposed budget that fits within the allocated amount of \$30,000, along with narrative description of what is included in this budget.
- 5) References: Provide three references and/or published works on the subject of this research study request:
 - a) References should include persons who have directly worked and/or collaborated with the proposer on research projects or similar work within the last five years.
 - b) The Commission would prefer that any published works be no older than ten years, unless directly related to the requested research subject matter.
- 6) Confirmation that the individual/organization is authorized to conduct business in the State of Hawai'i.
- 7) Responding individuals/organizations must agree to fully comply with all requirements imposed by or pursuant to Federal, State, and local statutes, ordinances, rules, and regulations prohibiting discrimination in employment or contracting or against any qualified employee or applicant because of race, color, national origin, ancestry, age, sex, religion, physical or mental handicap, or sexual orientation, preference or identity.

Proposals must be submitted to the Commission by October 27, 2023 by 4:00 PM (Hawai'i Time Zone). Late submissions will not be accepted or considered.

Proposals must be sent electronically in a single PDF file to: info@spcsc.hawaii.gov

Subject line: Olelo Niihau Study RFP.

By submitting a proposal, the proposer authorizes the Commission to contact references to evaluate the proposer's qualifications for this project.

Evaluation Criteria

All proposals will be evaluated based on the following key criteria:

- Performance capability—the extent to which the proposal demonstrates the proposer's ability to provide the depth and breadth of experience, skills, knowledge and creativity required for this research study.
- Completeness and quality of response, including clear project deliverables and reasonable approach
- Proposed budget and acceptance of the Commission's timeline
- References

Please note that the order of the above criteria does not denote importance in the evaluation of a proposal. The Commission acknowledges that a successful proposal should provide a balanced combination of the above criteria.

Disclaimer: This RFP does not commit the Commission to select any individual or organization, award any work order, pay any costs incurred in preparing a response, or procure or contract for any services or supplies. The Commission reserves the right to accept or reject any or all proposals received, cancel or modify the RFP in part or in its entirety, or change the RFP guidelines, when it is in the best interests of the Commission to do so.