



Hawaii Community Development Authority
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
STATE OF HAWAII

REQUEST FOR QUALIFICATIONS (RFQ)

Solicitation # RFQ-HCDA-DEV-02-25

November 25, 2025

**Developing a Kupuna Supportive Affordable Rental Housing Project
On 586 South Street (TMK 2-1-030:012)
Kakaako Mauka, Honolulu, Hawaii, 96813**

The Hawaii Community Development Authority
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Honolulu, Hawaii 96813
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REQUEST FOR QUALIFICATIONS (RFQ)
For Developing a Kupuna Supportive Affordable Rental Housing Project
On 586 South Street (TMK 2-1-030:012)
Kakaako Mauka, Honolulu, Hawaii

The Hawaii Community Development Authority (HCDA), a body corporate and a public instrumentality of the State of Hawaii, is soliciting statement of qualifications from Developers interested in developing a Kupuna Supportive Affordable Rental Housing project on a parcel fronting South and Halekauwila Streets (TMK: 2-1-030:012) in the Kakaako Community Development District Mauka Area on the island of Oahu.

Interested Developers should submit one (1) original Statement of Qualifications (SOQ) marked "ORIGINAL", three (3) hard copies, and one (1) digital copy on a Universal Serial Bus ("USB") thumb drive.

All documents related to this RFQ must be received by the HCDA at its office located at 547 Queen Street, Honolulu, HI 96813 by the date and time specified in Section C, Solicitation Schedule of this RFQ. Any documents received outside of the methods described herein, including faxed or e-mailed documents, will not be accepted, or considered for award. Any documents received after the due date and time will be rejected.

A notice of intent to submit qualifications for this RFQ is encouraged but not required.

This RFQ may be amended, postponed, or canceled at any time if it is determined to be in the best interest of the HCDA and/or the State. The HCDA also reserves the right to reject any and all SOQs when it is in the best interest of the HCDA and/or the State.

Craig K. Nakamoto

Craig K. Nakamoto
Executive Director
Hawaii Community Development Authority

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SECTION A: INTRODUCTION

The Hawaii State Legislature created the HCDA in 1976 to plan, regulate and implement the redevelopment of specially designated community development districts in the State of Hawaii - including 600-acres in the Kakaako Community Development District (KCDD) located within Honolulu's primary urban core. The KCDD has currently undergone major redevelopment, with several mixed-use, residential projects completed, and several under construction or approved for development. This redevelopment is incrementally realizing planned goals for Smart Growth through urban infill of mixed-use neighborhood in the KCDD.

The Kakaako Mauka Area Plan identifies the need for a mix of housing options in the district. These include mixed-use, mixed income residential developments that offer quality housing for households of varying incomes, ages, and family sizes. These mixed-use, mixed income housing developments will also provide necessary community facilities, such as open space, parks, community meeting places, childcare centers, and other services within and adjacent to the development to meet the needs of households moving into the district.

The HCDA has facilitated development of several affordable rental housing in the KCDD, including affordable rental housing for senior citizens. The Hawaii Legislature has recognized the continuing need for senior rental housing in the district and provided funding in Fiscal Years 2025-2027 for development of a Kupuna Supportive Affordable Rental Housing in the KCDD.

SECTION B: PURPOSE AND OBJECTIVES

The purpose this RFQ is to solicit qualifications from interested Developers in order to select a Developer to enter into a development agreement and a ground lease for the planning, design, construction, financing, and operation of a Kupuna Supportive Affordable Rental Housing (Project). The project will be located in the KCDD at 586 South Street, Honolulu, HI 96813 (TMK: 2-1-030:012).

SECTION C: SOLICITATION SCHEDULE

EVENT	DATE/TIME
Release of Request for Qualifications	November 25, 2025
Pre-submittal conference Location: Hawaii Community Development Authority 547 Queen Street Honolulu, HI 96813 Microsoft Teams Join the meeting now Meeting ID: 235 064 794 874 23 Passcode: Kv7Jb97o	December 18, 2025 10:00 AM HST
Dial in by phone +1 808-829-4853,,237096129# United States, Honolulu Find a local number Phone conference ID: 237 096 129#	
Notice of intent to submit SOQ deadline (Non-mandatory) Notice of Intent to Submit Qualifications should be emailed to deepak.neupane@hawaii.gov .	January 6, 2026 by 2:00 PM HST
Deadline to submit Written Questions Prior to pre-submittal conference	December 9, 2025 by 2:00 PM HST.
Deadline to submit written questions after pre-submittal conference	December 30, 2025 by 2:00 PM HST.
The HCDA's response to written questions	JANUARY 13, 2026
Deadline to submit the SOQ	March 3, 2026 by 2:00PM HST
Final Selection	April 9, 2026

The schedule set out herein represents HCDA's best estimate of the schedule that will be followed. All times indicated are Hawaii Standard Time (HST).

The pre-submittal conference will take place at the date, time, and place specified above. Prospective Developers may submit written inquiries to the Point of Contact (as listed below) to be answered at the pre-submittal conference on the date specified. These inquiries, and new oral questions as time permits, will be answered at the pre-submittal conference. Spontaneous answers to any oral questions will be provided by the HCDA; however, Developers are informed that responses to the oral questions will be provided for informational purposes only and will not be binding. If a Developer wishes to receive a formal answer to oral questions arising from discussions at the pre-submittal conference, the Developer shall submit written questions to the Point of Contact by regular mail or email. All official responses will be provided in writing via addendum to the RFQ which will be emailed to Developers that have submitted notice of Intent to submit SOQ. No other means of communication, whether oral or written, will be construed as a formal or official response statement, and may not be relied upon as such.

Interested Developers are encouraged to submit a "Notice of Intent to Submit" letter with a corporate resolution or "authorization to sign" no later than the date specified above addressed to the Point of Contact as specified in Section D. The Developers who submit a Notice of Intent to Submit will form the official list of interested Developers and the recipient list of any future communication and/or addenda relating to this RFQ.

The terms and requirements of this RFQ cannot be changed prior to the date for receipt of the SOQ except by duly issued and written addendum issued by the HCDA which will be emailed to the Developers who have submitted the notice of intent to submit SOQ.

SECTION D: POINT OF CONTACT

The HCDA Staff identified below is the single point of contact ("Point of Contact") during this solicitation process. Developers and interested persons shall direct to the Point of Contact all questions concerning the solicitation process, technical requirements of this RFQ, contractual requirements, changes, clarification, the award process, and any other questions that may arise related to this solicitation and the resulting contract. The HCDA Staff designated as the point of contact for this solicitation is:

Deepak Neupane, HCDA Program Specialist V
Hawaii Community Development Authority
547 Queen Street
Honolulu, Hawaii 96813
Email: deepak.neupane@hawaii.gov
Phone: (808) 594-0353
Fax: (808) 594-0299

The designated Project Manager identified below is the single Point of Contact **post-award** and is responsible for monitoring the activities performed under the Development Agreement. The selected Developer shall direct all questions concerning the post-award process and any other questions that may arise related to the resulting Development

Agreement to the Project Manager designated by the HCDA. The Project Manager designated by the HCDA is:

Deepak Neupane, HCDA Program Specialist V
Hawaii Community Development Authority
547 Queen Street
Honolulu, Hawaii 96813
Email: deepak.neupane@hawaii.gov
Phone: (808) 594-0353
Fax: (808) 594-0299

The HCDA reserves the right to make changes to the point of contact at any time.

SECTION E: SCOPE OF WORK

The Developer selected by the HCDA will provide the following principal services as set forth in this section and other such services as specified in a Development Agreement to be entered into between the HCDA and the Developer (collectively the Work).

The Project shall conform to requirements set out in the current Mauka Area Rules, and shall be in support of the vision established in the current Mauka Area Plan. (See Appendix A, Kakaako Community Development District- Mauka Area Plan, September 2011, Appendix B, Kakaako Community Development District-Mauka Area Rules, February 2024)

The Developer will be responsible for assembling a Development Team, including at minimum a contractor, architect/planner, marketing agent, managing agent, an entity to be located on the premises that can serve as a Federally Qualified Health Center, and an entity that can provide Home and Community Based Services. The Development Team will finance (if necessary, beyond the CIP funding provided by the HCDA), design, construct, manage and lease the completed rental housing units as a kupuna supporting affordable rental housing project.

I. Site Description

The proposed development site (Site) comprises of an approximately 12, 000 square foot parcel (TMK: 2-1-030:012) located at the corner of South and Halekauwila Streets (see Appendix C, Plot Plan).

The Site is positioned to be transit-oriented, benefitting from good accessibility to local transit systems including bus and rail. The Site is adjacent to the planned Civic Center rail station. The proposed elevated rail guideway will pass by the Site along Halekauwila Street.

II. Project Requirements

The HCDA is issuing this RFQ to select a Developer to develop the Project. The HCDA's goal for the Project is to provide affordable supportive rental housing for senior citizens.

It is expected that the Project will provide space for community-based services (such as Federally Qualified Health Center, Pharmacy, Home and Community Based Services, Community Gathering Space, and Community Kitchen etc.) which may be initially designed as a flexible space that can be programmed properly after a better understanding of the supportive services that need to be located at the Project. It is also expected that the Project will be designed in accordance with the principles of Trauma Informed Design. Relevant information regarding Trauma Informed Design is provided as Exhibit D.

The HCDA expects the Project to follow the development parameters set forth in the current Mauka Area Plan and Mauka Area Rules.

III. Affordability

Rent for the housing units should be affordable for a household income at 140% or below of the Area Median Income.

IV. Financing

Act 250, Session Laws of Hawaii, 2025 has appropriated \$34,950,000 in CIP funds for planning, design, and construction of the Project. The HCDA will make the CIP funds available to the selected Developer for development of the Project, subject to release of funds by the Governor. The Developer will be required to assemble any additional funding that may be necessary for construction and permanent financing, whether by loan(s) or grant(s), etc. Examples of how the Developer has assembled financing for similar projects in the past shall be submitted with the SOQ.

V. Due Diligence

The Developer is expected to comply with all applicable laws and regulations. The Developer submitting the SOQ should take into consideration these requirements and indicate if they expect them to have any influence on their ability to undertake the Project. The following requirements should be factored into the development timeline but do not represent a comprehensive list of all applicable laws and regulations that the Developer will need to comply with.

Obtain Permits and Approvals. The Developer will be required to obtain all permits and approvals, as required by City, State, and Federal agencies, prior to commencing work.

Hawaii Revised Statutes (“HRS”) Chapter 6E. The Developer will be responsible for complying with all applicable provisions of HRS Chapter 6E.

HRS Chapter 343. The Developer will be responsible for complying with all applicable provisions of HRS Chapter 343, if necessary.

Traffic Impact Assessment. The Developer may be responsible for preparing a Traffic Impact Assessment Report (TIAR).

Off-site Infrastructure. Construction of off-site infrastructure may be necessary to develop the Project.

HRS Chapter 201H Application. If necessary, the Developer will be responsible for pursuing an exemption process provided by Chapter 201H, HRS, if seeking HRS Chapter 201H exemptions.

Participate in Public Hearings. The Developer may be required to participate in one or more public hearings, at which the Developer will present the Project to the community.

Additionally, in the course of processing a Development Permit, the HCDA may request clarification, correction, supplemental information, and impose conditions on the Development Permit.

SECTION F: RESPONSE TO THIS REQUEST

I. Conditions

- a. The Developer shall prepare and submit its SOQ solely at its own expense. The HCDA shall not provide reimbursement for any costs related to the preparation and submittal of the SOQ.
- b. The SOQ may be organized in any manner that the Developer believes will best present the information required in paragraph III, SOQ Requirements and Format below.
- c. Before submitting the SOQ, a prospective Developer is encouraged to submit a “notice of intent to submit SOQ” as indicated in Section C. The notice is for informational purposes only. Failure to submit the notice will not preclude a prospective Developer from submitting the SOQ.
- d. All changes to this RFQ will be made by the HCDA in the form of written addenda, which will be emailed to Developers that have submitted the notice of intent to submit SOQ.

- e. The HCDA will make available to prospective Developers at HCDA's office copies of relevant materials on file, including previous plans, studies, rules, and environmental impact statements for the KCDD.
- f. If the Developer wishes the HCDA to keep confidential trade-secret or other proprietary material included in the SOQ, the Developer must indicate in writing those portions of the SOQ that contain such material. Pursuant to Hawaii Administrative Rules ("HAR") §3-122-58, material designated for "confidential" treatment must be readily separable from the remainder of the SOQ to facilitate inspection of the remainder. Comingling of confidential and non-confidential information will result in all information being treated as non-confidential.
- g. The Developer and any subcontractor(s) of the Developer must comply with all applicable laws or regulations, including but not limited to, Federal Register 24 CFR, Part 85, and to all other applicable Federal, State and County laws such as, but not limited to, the following: Equal Employment Opportunity, Non-Discrimination in Employment, Anti-Kickback Act, Labor Standards, Work Hour, Women's Business Enterprises, Non-Segregated Facilities, Environmental Protection, Conflicts of Interest, Access, Inspection and Retention of Work and Records, Consolidated List of Persons or Firms Currently Debarred, Violations of Various Public Contracts Acts Incorporating Labor Standard Provision, Unauthorized Lobbying, Affirmative Action, and Interest Exclusion.
- h. The HCDA may cancel this RFQ in whole or in part at any time without cause and without liability to any the Developer, prospective Developer, or other party, if such action is determined to be in the best interest of the State. In submitting the SOQ, the Developer expressly agrees that the HCDA shall not be liable for any loss of profit, preparations costs, lost opportunity, consequential damages, or other damages or claims of any kind relating to, in connection with, or in any way arising in connection with the Developer's preparation and submittal of the SOQ.
- i. The Developer shall certify that its SOQ is submitted without collusion or fraud, that Developer has not offered or received any kickback or inducement from any other developer, supplier, manufacturer, subcontractor, or any other party in connection with preparation of the SOQ, and that Developer has not conferred upon or offered or promised to confer upon any past or present member, officer, or employee of the HCDA (or any other party related to or designated by such individual or any party on behalf of or for such individual's benefit, such as a creditor of the individual) any payment, gift, loan, subscription, advance deposit, travel services or other compensation of any value, nominal or otherwise.

- j. The HCDA reserves the right to request clarification of any part of the SOQ or to request additional information required to evaluate the SOQ.
- k. The Developer selected by the HCDA to undertake the Project must comply with Hawaii Administrative Rules §3-122-112 and must promptly furnish proof of compliance with §103D-310(c), HRS.
- l. The HCDA intends to enter into a development agreement and a ground lease for the Project with the Developer selected through this RFQ. It is expressly made clear here that selection of the Developer by the HCDA does not by itself invest any development rights to the Developer until the Developer successfully executes a development agreement and a ground lease with the HCDA.
- m. The Developer shall accept the Site in an “as is” condition, without any express or implied warranties or representations of any kind as further set forth in a ground lease. The HCDA can consider a ground lease of up to 65 years.
- n. The Project and associated parking is intended to be developed as a kupuna supportive affordable rental housing project.

II. Developer’s Requirements

Responsibilities and Terms:

The submission of SOQ shall constitute representation by the Developer of compliance with all requirements of the RFQ, and that the RFQ documents are sufficient in scope and detail to indicate and convey reasonable understanding of all terms and conditions of developing the Project.

Before submitting Qualifications, each Developer must:

- a. Examine the solicitation documents thoroughly. Solicitation documents include this RFQ, any attachments, plans referred to herein, addendum, and any other relevant documents identified by the HCDA. All necessary documents for this RFQ will be made available on HCDA website along with the solicitation notice.
- b. Become familiar with State, local, and Federal laws, statutes, ordinances, rules, and regulations that may in any manner affect cost, progress, or performance in development of the Project.

The Developer that is selected by the HCDA for this Project shall be solely responsible for all improvements, costs and expenses associated with and required for the design, development, construction (beyond the CIP funding

provided by the HCDA), operations, and management of the Project including but not limited to the following:

- a. All predevelopment duties, including site investigation and other due diligence activities, planning, design, and permitting the Project, preparing, and processing any analyses, and obtaining all necessary entitlements and government approvals, preparation of environmental impact statement or environmental assessment documents, and the off-site and on-site improvement requirements for development of the Site.
- b. Designing, constructing, and operating the Project including leasing, management, maintenance, and security.
- c. Providing any additional financing beyond the CIP funding provided by the HCDA entire Project without subordinating the land.

III. SOQ Requirements and Format

Qualifications:

The SOQ shall include the following information at a minimum to demonstrate Developer's experience, qualifications, and history of reliable, quality project execution and management:

- a. The complete name and address of Developer's firm, including the name, mailing address, email address, telephone number, and fax number of the primary contact for the SOQ.
- b. Identify Development Team's key personnel by position and expertise. Provide resumes of the Development Team that will be working on the Project. An entity that can serve as a Federally Qualified Health Center and an entity that can provide Home and Community Based Services shall be included in the Development Team.
- c. Relevant project experience (including joint venture projects) with brief descriptions of each project, relevant photographs, dates, locations, concepts, land uses, sizes, construction costs, and role of the Developer.
- d. Experience in ongoing management and operation of affordable mixed-use, mixed income rental supportive housing projects developed and managed by the Developer.
- e. Satisfactory evidence that the Developer has the ability to assemble financing (if necessary, beyond the CIP funding provided by the HCDA) to develop the

Project as described in this RFQ. This can be in the form of audited financial statements of the company for the past three consecutive years.

- f. At least four references for the Developer identifying name, contact address, telephone number and email address for the contact person.

SOQ Format:

a. Original and Copies

Submit one (1) original SOQ marked "ORIGINAL", three (3) hard copies, and one (1) digital copy on a Universal Serial Bus ("USB") thumb drive.

All documents related to this RFQ must be received by the HCDA at its office located at 547 Queen Street, Honolulu, HI 96813, by the date and time specified in Section C, Solicitation Schedule. Any documents received outside of the methods described herein, including faxed or e-mailed documents, will not be accepted or considered for award. Any documents received after the due date and time will be rejected.

b. Sections

The SOQ shall be organized into sections, following the format below with tabs separating each section.

Developer Qualifications

- Identification of Developer
 - Introductory letter from the person who is legally authorized to enter into a contractual relationship in the name of the Developer. The letter should be signed and dated. The letter should include a brief statement summarizing the Developer's company and relevant experience and qualifications.
 - Development Team, and operation/management team
 - Resumes
- Previous Relevant Project Development
- Previous Relevant Project Operation/Management
- Financial Capacity
- References
- Statement of Non-Collusion

SECTION G: SELECTION PROCEDURE

1. Only SOQs that are received on or before the required due date in Section C and that comply with applicable provision of Section F above will be considered. The SOQs and other material submitted by Developers become the property of the State and may be returned at the State's option.

2. SOQs which do not fully comply with the applicable requirements of Section F above will not be further considered.
3. An Evaluation Committee ("Committee") formed by the HCDA Executive Director will be utilized to screen the SOQs. The Committee will evaluate SOQs in accordance with the evaluation criteria in Section I of this RFQ. The Committee will make a recommendation to the HCDA Executive Director for the selection of the Developer based on the evaluation criteria.
4. The Committee may, if it deems necessary or advisable to do so, conduct interviews and discussions (collectively, Discussions) with Developers who have submitted SOQs.
5. If during Discussions there is a need for any clarification or change in the RFQ, the RFQ will be amended by an addendum to incorporate such clarification.
6. Developers may be asked to disclose potential conflicts of interest during the selection process.
7. Upon approval of the selection of a Developer by the Executive Director, a development agreement and a ground lease for the Project will be negotiated and executed by the Developer and the HCDA.
8. The HCDA may impose a deadline from the date of selection of the Developer for negotiating and executing a development agreement and the ground lease. If the HCDA and the Developer do not execute the development agreement and the ground lease by the end of such deadline, the HCDA may terminate negotiations with no remaining obligations to the Developer or the HCDA.

SECTION H: EVALUATION CRITERIA

Qualifications

The Committee will review and evaluate the SOQ and assign points provided below.

1. Qualification and experience of Developer and key personnel that will be assigned to the Project. **(20 Points)**
2. Ability to successfully complete a project of this type, size, and complexity in a timely manner and within budget. **(30 Points)**
3. Quality of construction and design in similar projects completed or currently being completed by the Developer. **(40 Points)**

4. Ability to assemble financing (beyond the CIP funding provided by the HCDA) for a project of this type, size, and complexity. **(10 points)**

SECTION I: AMENDMENT OF THE RFQ

The HCDA reserves the right to amend the RFQ at any time if deemed necessary and if it is in the best interest of the HCDA and the State.

SECTION J: EXHIBITS

Exhibits to this RFQ include the following documents:

- A. Kakaako Community Development District-Mauka Area Plan, September 2011
- B. Kakaako Community Development District-Mauka Area Rules, February 2024
- C. Plot Plan
- D. Relevant Information on Trauma Informed Design