ATTACHMENT A
Checklist of Professional Services
Hawaii State Department of Education (STATE) Project Number PS D27-006

General Information for Applicant:

- Firms will be added to the Professional Services Qualified List provided the review committee determines the Firm is qualified to perform the indicated type of work.
- The STATE does not guarantee that selections will be made for all projects from the Professional Services Qualified List.
- The STATE reserves the right to combine similar type projects and to select firms to provide services for more than one (1) project.

Directions: Please provide the following information.

Exact Legal Name of Offeror, including "dba" or "division" of a corporation (furnish the exact legal name of the entity under which an awarded contract, if any, will be executed):			
Address: Principal Place of Business (may not be a P.O. Box):			
Mailing Address (only if different):			
Payment Address (only if different)			
Offeror's Primary Contact Person: Name			
Title			
Telephone Number		Fax Number	
Email Address			
Federal Tax Identification Number:			
State of Hawaii General Excise Tax License Number:			
Type of Business Entity (check one):	☐ Sole Proprietor ☐ Partnership ☐ Corporation ☐ Joint Venture ☐ Limited Liability Company ☑ Other _____		
Names of all Offeror's parent, affiliate and subsidiary organizations:			
Offeror is either:	☑ A **Hawaii business** incorporated or organized under the laws of the State of Hawaii; **OR** ☐ A **Compliant Non-Hawaii business** incorporated or organized under the laws of the State of _____ on (date) _____, and, if applicable, registered with the State of Hawaii Department of Commerce and Consumer Affairs Business Registration Division to do business in the State of Hawaii.		

Indicate the Professional Service Category the Firm wishes to be considered for (check all that apply).	
☐	Education Research
☐	Education Services
☐	Instructional Systems

Indicate the type of Educational Service Subject the Firm wishes to be considered for (check all that apply).	
☐	Nā Hopena Aʻo (HĀ) is a framework of outcomes that reflects the STATE's core values and beliefs in action throughout the public educational system of Hawaii. The STATE works together as a system that includes everyone in the broader community to develop the competencies that strengthen (1) a sense of belonging, (2) responsibility, (3) excellence, (4) aloha, (5) total-well-being and (6) Hawaii (BREATH) in ourselves, students and others. With a foundation in Hawaiian values, language, culture and history, HĀ reflects the uniqueness of Hawaii and is meaningful in all places of learning. HĀ supports a holistic learning process with universal appeal and application to guide learners and leaders in the entire school community.
☐	Applied ʻIke Hawaii integrates Hawaiian (Kanaka ʻŌiwi) knowledge into the education of teachers and students by creating meaningful connections between learners' ancestral knowledge and contemporary curriculum. This approach makes learning more relevant by linking traditional Hawaiian perspectives and practices with modern academic subjects. For example, ʻāina-based sustainability practices can be integrated into biology instruction, allowing students to explore scientific concepts through the lens of Hawaiian environmental knowledge and stewardship.
☐	Indigenous Research. The application of indigenous research methodologies that are grounded in Hawaiian ways of knowing and inquiry, such as ʻike pāpālua, paka (secondary participant review of qualitative themes) and the use of moʻolelo as a valid source of data. These approaches inform both quantitative (for example survey design and interpretation) and qualitative data collection, analysis, and interpretation, ensuring that research processes are culturally grounded and reflective of Indigenous knowledge systems.

ATTACHMENT B
Client Project Information
Hawaii State Department of Education (STATE) Project Number PS D27-006

Directions:

- Please provide information regarding recent projects your Firm has completed.
- Complete one separate Client Project Information form for each client or project.
  - Submit up to five (5) forms for each Professional Service Category.
  - If your Firm is applying for multiple Professional Services Categories, you must provide at least one (1) but no more than five (5) forms for each category.
- Any supplemental information related to each project of interest, although not required, should be attached to this respective Attachment B, Client Project Information form.

Name of Your Firm:		
Professional Service Category	☐	Education Research
	☐	Education Services
	☐	Instructional Systems
Name of Client:		
Name of Client Contact Person:		
Contact Phone Number:		
Contact Email Address:		
Date or period of project/service:		
Description of project/services rendered. (Continue on a separate sheet if additional space is needed.)		
Other Information or comments. (Continue on a separate sheet if additional space is needed.)		
☐ *check here if supplemental information related to this project is attached.*		

ATTACHMENT C
Qualifications of Key Employees
Hawaii State Department of Education (STATE) Project Number PS D27-006

Directions:

- Please provide information for key employees who will be responsible for planning, directing, conducting, or reporting on projects related to this Professional Service.
- Complete one (1) form per key employee.
- Attachments shall include:
  - A Curriculum Vitae
  - Any supplemental information

Employee Name		
Professional Service Category		Education Research
		Education Services
		Instructional Systems
Describe your demonstrated ability to build and sustain strong professional relationships in Hawaiian Education. Include specific examples from your work in curriculum, instruction, research, assessment, leadership, teaching, or related roles. (Continue on a separate sheet if additional space is needed.)		

Describe your experience collaborating with Kaiapuni, Kaia'ōlelo, Hawaiian-Focused Charter Schools, Kamehameha Schools, and Hawaiian community organizations or agencies. (Continue on a separate sheet if additional space is needed.)

Publications: Provide a list of your publications relevant to this position or field. For each publication, include the full citation and, where available, a digital object identifier (DOI), permanent URL, or other publicly accessible link. (Continue on a separate sheet if additional space is needed.)

☐ A Curriculum Vitae is attached.

☐ Supplemental information is attached.