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**STATE OF HAWAII
EMPLOYEES' RETIREMENT SYSTEM**

September 15, 2022

Addendum No. 1
To
REQUEST FOR PROPOSALS
Private Equity Consultant Services
RFP 2022-04

Issued August 29, 2022

Offerors: The following changes are hereby made:

Please replace pages 5 and 6 of the RFP with the attached pages (revised 9/15/2022).

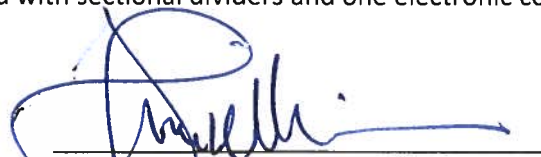
The changes are highlighted in the Procurement Timetable and Submission of Proposals, as follows:

1. Page 5 of 37 V. Procurement Timetable: Changes:

ERS' response to offerors' questions	September 23, 2022
Closing date for Receipt of Proposals	October 7, 2022 by 4:30 p.m. (H.S.T.)
Determination of Priority-Listed Offerors	October 10-21, 2022
Best and Final offers due	December 16, 2022

2. Page 6 of 37 VII. Submission of Proposals: Changes in number of proposal copies required:

One hard copy unbound (original) correlated with sectional dividers and one electronic copy unencrypted on a USB drive.



THOMAS WILLIAMS
Procurement Officer



Employees' Retirement System
of the State of Hawaii

City Financial Tower • 201 Merchant Street, Suite 1400 • Honolulu, Hawaii 96813-2980
Telephone (808) 586-1735 • Fax (808) 586-1677 • <http://ers.hawaii.gov>

III. Authority

This RFP is issued under the provisions of Chapters 88 and 103D, Hawaii Revised Statutes (“HRS”), and the implementing Administrative Rules. All prospective offerors are charged with presumptive knowledge of all requirements of the cited authorities. Submission of a valid executed proposal by any prospective offeror shall constitute a representation of such knowledge on the part of such prospective offeror. Pursuant to HRS §103D-102(d), the use of the Chapter 103D RFP process shall not constitute a waiver of any applicable exemption from Chapter 103D, HRS, and shall not subject this procurement to any other provision of Chapter 103D, HRS.

IV. Procurement Officer and Contract Administrator

This RFP is issued by the Employees' Retirement System of the State of Hawaii. The individual listed below is the Procurement Officer and Contract Administrator for this procurement.

Mr. Thomas Williams, Executive Director
Employees' Retirement System of the State of Hawaii
City Financial Tower
201 Merchant Street, Suite 1400
Honolulu, HI 96813
Phone: (808) 586-1700
Fax: (808) 586-1677

V. Procurement Timetable

Listed below are the important actions and corresponding final dates by which the actions must be taken or completed. **Offerors are notified that these dates are estimated by the ERS and are subject to change at the discretion of ERS. The ERS reserves the right to change any date(s) as deemed necessary and in the best interest of the ERS.** If ERS decides to change a date for any reason, notification will be given via the addendum process described in Paragraph XIII of this section.

<u>Proposed Actions</u>	<u>Date</u>
RFP Available to Prospective Offerors	August 29, 2022
Closing Date for Submission of Questions	September 13, 2022 by 4:30 p.m. (H.S.T.)
ERS' response to offerors' questions	September 23, 2022
Closing date for Receipt of Proposals	October 7, 2022 by 4:30 p.m. (Hawaii Standard Time)
Determination of Priority-Listed Offerors	October 10-21, 2022
ERS Visits to Offerors' Facilities (optional at ERS' discretion)	December 1-9, 2022
Best and Final offers due	December 16, 2022
Oral Presentations (in Honolulu at ERS' discretion)	January 18-20, 2023
Contractor Selection and Award (approximately)	February 14, 2023
Service initiation	April 1, 2023

Priority-listed offerors selected in accordance with Paragraph V of the Proposal Evaluation section of this RFP will be required to make a presentation during the period of January 18-20, 2023 in Honolulu, Hawaii. Priority-listed offerors will be contacted by the ERS staff to arrange a specific time and location for the presentation.

V. Communications and Questions

Offerors and potential offerors (including agents of offerors or potential offerors) should not contact any member of the ERS Board of Trustees or any member of the ERS staff. An exception to this rule applies to firms who currently do business with ERS; provided that any contact made by any such firm should be related to that business and should not relate to this RFP.

If additional information is required regarding this RFP requests for such information must be submitted in writing (fax and email are acceptable) to the Procurement Officer. The Procurement Officer, listed in Paragraph IV of this section, is the sole point of contact from the date of release of this RFP until the selection of the offeror or offerors to whom an agreement will be awarded.

Questions will be accepted until **4:30 p.m. (Hawaii Standard Time) September 13, 2022**. A written response to any questions will be provided by ERS via the addendum process described in Paragraph XIII of this section.

VI. Submission of Proposals

Offerors must carefully examine the solicitation, amendments (if any), required contract forms, and other documents, laws and rules, as necessary, before submitting a proposal. The submission of a proposal shall be considered to be a warranty and representation that the offeror has made a careful examination and understands the work and the requirements of this solicitation.

Each qualified offeror may submit only one (1) proposal. Alternate proposals will not be accepted, except that an offeror may submit separate fee proposals for each mandate covered by the offeror's proposal.

The proposal should be labeled "Employees' Retirement System of the State of Hawaii Private Equity Consultant Services RFP 2022-04." **One hard copy unbound (marked "original") correlated with sectional dividers and one electronic copy unencrypted on a USB drive must be received no later than 4:30 p.m. (Hawaii Standard Time) October 7, 2022.**

The sealed package should be addressed to the Procurement Officer listed in Paragraph IV of this section.