

REQUEST FOR BIDS
NO. SOHHS-RFB-2026-01

SEALED OFFERS FOR
550 HALEKAUWILA RENOVATIONS

STATE OF HAWAII
DEPARTMENT OF HUMAN SERVICES
STATEWIDE OFFICE ON HOMELESSNESS AND HOUSING
SOLUTIONS

Due Date: July 17, 2026, 4:30 PM HST

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I. GENERAL INFORMATION

A. Introduction

The State of Hawaii (State) Department of Human Services (DHS), through the Statewide Office on Homelessness and Housing Solutions (SOHHS), is requesting bids from qualified firms to perform tenant improvements and renovations necessary for the operation of a kauhale for people experiencing homelessness at 550 Halekauwila Street, Honolulu, Hawaii, 96814 (“Premises”).

SOHHS is the project owner of this proposed project. The Premises is leased by the State and has been set aside to SOHHS for kauhale housing purposes.

The purpose of the Kauhale Initiative is to create deeply affordable residential housing for vulnerable people experiencing homelessness and housing instability. Kauhale can include tiny home villages, repurposed buildings, or existing residential spaces, with on-site supportive services provided by a non-profit operator and other community partners.

SOHHS and its pre-development partner have determined that renovations to the existing commercial structure on the Premises, in the form of tenant improvements, will best meet the needs of this kauhale project location.

The project location is undergoing active site assessments and planning activities. Existing tenants have vacated the Premises and the site is ready for construction activities. SOHHS seeks to commence renovations at the earliest possible date following the award of a contract under this RFB. SOHHS expects to open this kauhale project in early 2027. This timeline is subject to change.

This solicitation is exempt from the requirements of chapter 103D, HRS pursuant to the Governor’s Twenty-Third Emergency Proclamation Relating to Homelessness.

B. Cancellation

This Request for Bids (RFB) may be canceled and any or all offers rejected, in whole or in part, without liability to the State, when it is determined to be in the best interests of the State.

C. Terms and Acronyms Used Throughout the Solicitation

Term/Acronym	Definition
BAFO	Best and Final Offer
CIP	Capital Improvement Project
Coordinator	Coordinator on Homelessness

DCCA	Department of Commerce and Consumer Affairs
DHS	Department of Human Services
DLE	Department of Law Enforcement
EP	Governor's Emergency Proclamation Relating to Homelessness
HAR	Hawaii Administrative Rules
HRS	Hawaii Revised Statutes
Owner	Statewide Office on Homelessness and Housing Solutions
RFB	Request for Bids
SF	Square Foot/Feet
SFY	State Fiscal Year
SLH	Session Laws of Hawaii
SOHHS	Statewide Office on Homelessness and Housing Solutions
State	State of Hawaii

D. RFB Schedule and Significant Dates

This schedule represents the State's best estimate of the schedule that will be followed. All times indicated are Hawaii Standard Time (HST). If a component of this schedule is delayed, the remaining components will likely be adjusted by the same number of days. Any changes to the RFB schedule shall be reflected in and issued in an amendment. The approximate schedule is as follows:

Event	Date
Release of RFB	June 26, 2026
Site Inspection (Optional)*	July 1, 2026, 8:00 AM
Due Date to Submit Questions	July 8, 2026
State's Response to Questions	July 13, 2026
Proposal Due Date/Time	July 17, 2026, 4:30 PM
Notification to Offerors	July 24, 2026
Notification of Intent to Award	Approximately fifteen (15) calendar days after Notification to Offerors
Contract Start Date	TBD

*Site inspection will take place at the Premises located at 550 Halekauwila Street, Honolulu, Hawaii 96814.

E. Questions on RFB

All questions shall be submitted to the State, in writing, by the due date specified in Section I., D. RFB Schedule and Significant Dates, as amended. The State will respond to questions through Amendments by the specified date in Section I., D. RFB Schedule and Significant Dates, as amended.

Questions about this RFB shall be directed to SOHHS electronically at gov.homelessness@hawaii.gov.

F. Selection of Multiple Offers

The State intends to select one offer through this RFB, unless the selection of multiple offers is determined to be in the best interests of the State.

G. Prohibitions

1. Pursuant to Section 11-355, HRS, contract funds may not be used for campaign finance contributions.
2. Pursuant to HAR Section 3-122-192, the Offeror must certify that the bid submitted in this RFB was arrived at independently. Collusion is prohibited.

H. Applicability of General Conditions

The State's General Conditions for chapter 103D, HRS, contracts (Form AG-008), as may be modified by the Special Conditions, shall apply to the contract resulting from this RFB. Any exceptions or modifications made by the State to the General Conditions shall be described in writing. The Offeror is responsible for reviewing the General Conditions and Special Conditions, which are attached to this RFB for reference.

I. Applicability of the Governor's Emergency Proclamation Relating to Homelessness and Act 309, SLH 2025

This RFB is conducted under the Governor's Twenty-Third Emergency Proclamation Relating to Homelessness, which allows for the suspension of the State Procurement Code in Section 103D, HRS, and other State law exemptions for qualifying activities.

Act 309, SLH 2025 requires at least two bidders for any procurement of building services and projects related to the Kauhale Initiative, if the project is estimated to be over \$1,000,000.

II. BACKGROUND AND SCOPE OF WORK

A. Project Overview and Timeline

SOHHS (“Owner”) is the Project Owner and lessee of the Premises. SOHHS is requesting bids for tenant improvements and renovations to the Premises to facilitate the temporary conversion of the Premises into a kauhale residential project for people experiencing or at-risk of homelessness (“Kakaako Kauhale”). The Kakaako Kauhale will have capacity for approximately forty-five (45) persons, who are expected to be single adults.

SOHHS envisions the Kakaako Kauhale as a transitional living community for unsheltered persons seeking to transform their lives in a structured and supportive environment. Residents will have semi-private living accommodations that include private living and sleeping facilities with shared sanitary and cooking facilities within the building. The project will also include other communal areas to facilitate a shared sense of community and responsibility, such as community gathering rooms, laundry rooms, and staff spaces. Property management and supportive services will be provided by an on-site project operator. Residents will participate in the upkeep and maintenance of the property as necessary.

The Kakaako Kauhale project location is ready for construction activities. A copy of the baseline survey of the Premises, conducted by SOHHS’s pre-development partner, may be provided to Offerors upon request. SOHHS seeks to commence tenant improvements and renovations under the Contract resulting from this RFB at the earliest possible date. SOHHS expects to open this kauhale project in early 2027. This timeline is subject to change.

Offerors seeking to participate in this RFB must be available to begin construction activities under the Contract resulting from this RFB at the earliest possible date after the Notice To Proceed (NTP) is issued. SOHHS expects to execute a Contract after August 1, 2026, pending the availability and release of funds.

B. Scope of Work

The Contractor selected in this RFB shall furnish all labor, equipment, tools, and materials to perform all activities described in this section and any relevant Exhibits.

1. CONSTRUCTION ACTIVITIES

- a) The Contractor shall perform all required construction activities as described in Exhibit A and in accordance with the schematic designs in Exhibit B, unless modifications are authorized or requested by the State.
- b) The Contractor shall promptly notify the State if any modifications to the design narrative or schematic designs are necessary to meet Project budget constraints, timelines, or goals. The State reserves the right to approve or reject any proposed modifications.
- c) The Contractor shall provide weekly written Project status updates to the Owner's representative, unless otherwise requested by the State. Project status updates shall include, but shall not be limited to: the current Project schedule and timeline, subcontractors and vendors working on the Project site each week, a summary of any safety and security incidents at the Project site, and an estimate of the total Project budget obligated and expended by scope of work cost element.
- d) The Contractor shall monitor the progress and performance of all subcontractors and vendors performing work on the Project. The Contractor shall take corrective action when necessary to mitigate and address any performance issues.
- e) The Contractor shall obtain approval from the State and its representative prior to the selection of subcontractors and major purchases totaling ten thousand dollars (\$10,000.00) or more.
- f) The Contractor shall ensure that all eligible subcontractors comply with the requirements of Chapter 104, HRS, unless otherwise approved by the State. The Contractor shall collect all certified payrolls and retain payroll records in accordance with the requirements of Chapter 104, HRS.

2. PLANNING AND PROJECT STATUS MEETINGS

- a) The Contractor shall designate a representative who will participate in Project planning and status meetings with the State, the Owner's representative, and other stakeholders.
- b) The Contractor's representative shall be responsible for coordinating and disseminating information among subcontractors, vendors, and other authorized parties performing work related to this Project.

- c) The State may require the Contractor's representative to participate in community or legislative meetings relating to the Project as needed.

3. SAFETY AND SECURITY

- a) The Contractor shall prepare a safety plan for all construction activities at the Project site and shall ensure all subcontractors, vendors, and visitors to the site adhere to the safety plan at all times.
- b) The Contractor shall take all reasonable steps to secure the Project site to prevent unauthorized access and accidents, which may include, but shall not be limited to: installing construction fencing, properly securing tools and equipment, maintaining a log of visitors to the Project site, and providing appropriate safety equipment to all persons on-site.
- c) Parking shall be limited to the Project site unless the Contractor obtains permission from the State or other nearby landowners to park off-site.
- d) The State shall not be liable for any loss of materials or equipment owned by the Contractor or its subcontractors.

4. HOURS OF OPERATIONS AND SCHEDULING

- a) The Contractor shall provide the State and its representative with a Project schedule, which shall include the approximate dates of all planned work on the Project, including an estimated date of substantial completion, which shall be defined as the date the building is ready for occupancy.
- b) All construction work shall be performed during the normal business hours of: Monday through Friday, 8:00 AM to 4:00 PM, excluding weekends and State holidays, unless determined to be necessary and approved by the State.

- c) The Contractor shall take reasonable steps to mitigate impacts and disturbances to neighbors.
- d) The Contractor shall promptly notify the State and its representative of any deviations to the Project schedule.

5. DISPOSAL

- a) The Contractor shall dispose of debris in accordance with all State, federal, and local laws, rules, and regulations.
- b) The Contractor shall be responsible for all fees associated with removal and disposal of materials related to this Scope of Work.

6. MATERIALS

- a) The Contractor shall utilize new and the most suitable materials and equipment furnished for the purpose intended which align with industry best practices unless otherwise specified in the Contract resulting from this RFB.
- b) The Contractor shall cease use of the material(s) in the event that the material(s) are found to be unacceptable, remove the unacceptable material(s) that have already been installed or applied, and furnish acceptable material(s) at no additional cost to the State. No material(s) which is in any way unfit for use shall be used. The work shall be free from defects not inherent in the quality required or permitted.
- c) The Contractor shall install all fixtures, appliances, and materials as specified by the manufacturer and in compliance with all manufacturer warranties (if applicable).

7. CORRECTION OF WORK

- a) The Contractor shall remedy, remove, and/or replace all work that has been rejected by the State as not conforming to the requirements of the Contract in an acceptable manner and no compensation shall be allowed for such removal or replacement. Any work done without prior written approval shall be considered unauthorized and shall not be paid for and work done so may be ordered to be removed at the Contractor's expense.

- b) The Contractor shall promptly correct work rejected by the State as failing to conform to the requirements of the Contract within the timeframe mutually agreed upon between the State and the Contractor and the Contractor shall bear the cost of correcting such rejected work, including the costs of remediation. The State shall have the authority to cause the rejected work to be remedied or replaced, and unauthorized work to be removed at the Contractor's expense, and to deduct the cost from monies due or to become due to the Contractor.
- c) The Contractor shall correct work not conforming to the requirements of the Contract for a period of two (2) years after the date of substantial completion in addition to the Contractor's other obligations including warranties under the Contract.

8. COMPLETION AND FINAL ACCEPTANCE BY STATE

- a) Upon completion of all work activities, the Contractor shall submit a construction closeout binder to the State and its representative consisting of the following, as applicable:
 - (1) Contact list of all subcontractors and vendors who performed work on the Project and the specific scope of work elements completed by each subcontractor and vendor.
 - (2) All warranties for products installed and work performed.
 - (3) All test reports.
 - (4) All operations and maintenance manuals and reference materials.
 - (5) Final punch list.
 - (6) As-built drawings with all changes.
- b) The Contractor shall be responsible for the condition of the Project site until the State accepts the work and signs the Certificate of Substantial Completion.

- c) The State may withhold final payment under the Contract until all scope of work activities under this section have been received.

9. WARRANTY

- a) The Contractor shall comply with all manufacturer's warranties for all equipment and furnishings installed on the Project site.
- b) The Contractor shall furnish written copies of all warranted systems and materials used in each warranted system to the State in accordance with B. Scope of Work, 8. Completion and Final Acceptance by State in this section.

10. COORDINATION WITH OWNER'S REPRESENTATIVE

- a) The Contractor and its subcontractors shall coordinate with any consultants hired by the State to serve as the Owner's representative for the Project.
- b) The Contractor shall ensure that site access is provided to the Owner's representative in accordance with the State's requirements.
- c) The Contractor shall work with the Owner's representative to identify and implement any changes to the Project that will benefit the State and the future residents of the Project, including, but not limited to: value engineering, volunteer support, design modifications to better meet operational needs, etc.
- d) The Contractor shall not be reimbursed by the State for any administrative or management services that are within the scope of work of the Owner's representative.

11. OTHER REQUIREMENTS

- a) The Contractor shall obtain and maintain all required insurance including proof of insurance for subcontractors, in accordance with Section II., C. Offeror's Qualifications, which shall be effective throughout the term of the contract.

- b) The Contractor shall be responsible for the completion of the entire scope of work specified herein and in any exhibits, which may be modified during the term of the contract through supplemental agreements. Adjustments that result in an increase in costs shall not be allowed unless specifically authorized by the State.
- c) The Contractor shall provide technical support and assistance to the Owner's representative and other stakeholders involved in this Project as needed.
- d) The Contractor shall conduct any other tasks necessary to carry out the activities described above and in any relevant exhibits.
- e) All scope of work activities under this Project must be acceptable to SOHHS and completed in accordance with the approved Project schedule.

C. Offeror's Qualifications

The Offeror must meet the following minimum requirements to be eligible to enter into a contract resulting from this RFB. It is the Offeror's responsibility to review these requirements prior to submitting an offer. Failure to meet these minimum requirements will cause a cancellation of the award.

1. The Offeror must be authorized to enter into a contract with the State of Hawaii, including being authorized to do business in Hawaii.
2. The Offeror shall be compliant through Hawaii Compliance Express (HCE) prior to execution of a contract.
3. Prior to execution of a contract, the Offeror shall obtain an insurance policy that meets the requirements in Section II., D. Insurance Requirements. The Offeror is responsible for reviewing the insurance requirements in this RFB prior to submitting a proposal. Failure to obtain proper insurance shall result in a cancellation of the award.
4. All contractors, subcontractors, and vendors performing work under the contract resulting from this RFB shall possess valid licenses in the State of Hawaii for their respective trades, if applicable.

waive subrogation without an endorsement, the Contractor shall notify the insurer and request that the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should the Contractor enter into such an agreement on a pre-loss basis.

4. Failure of Contractor to provide and keep in force such insurance shall be a material default under this Contract. The State shall be entitled to exercise any and all of the remedies provided in this Contract and by law for default by Contractor.
5. The provision of such insurance shall not be construed to limit the Contractor's liability here under or to fulfill the indemnification provisions and requirements of this Contract. Notwithstanding such insurance, the Contractor shall be obligated for the full and total amount of damage, injury, or loss caused by negligence or neglect connected with this Contract.
6. The Contractor shall notify the State in writing of any cancellation or change in insurance provisions thirty (30) calendar days prior to the effective date of such cancellation or change.
7. DHS is a self-insured primary. Any insurance maintained by the State of Hawaii shall apply in excess of, and shall not contribute with insurance provided by the Contractor.
8. The Contractor shall include any subcontractors as additional insured under its policies or provide to the State separate Certificates of Liability Insurance for each subcontractor. Any subcontractor shall comply with the same insurance requirements as the Contractor.

E. Required Submittals

The Offeror shall submit all required materials in Section III., H. Offer Contents to be considered responsive to this RFB. The State reserves the right to request additional or clarifying information from the Offeror if the State determines that such information is necessary to evaluate the Offeror's proposal.

F. Funding, Compensation, Payment, and Performance Schedule

1. Funding is based on the availability of State funds for the Kauhale Initiative in SFY 2027.
2. Chapter 104, HRS, shall apply to this contract.

3. Payment shall be made upon submission of signed invoices as requested and upon review and acceptance by the State. At the time of invoicing, Contractor shall be compliant through HCE.
4. Payment shall be made based on the fixed prices accepted by the State resulting from this RFB unless otherwise specified.

G. Contractor's Responsibilities

The Contractor is the Offeror selected through this RFB who successfully executes a contract with the State for this Project.

1. The Contractor shall perform all tasks in Section II., B. Scope of Work, unless otherwise specified in the contract resulting from this RFB.
2. The Contractor shall respond to questions or concerns from SOHHS or its representative within forty-eight (48) hours.
3. The Contractor shall present periodic performance and status updates to the State, the Owner's representative, and other stakeholders as requested.
4. The Contractor shall participate in pre-development meetings and planning sessions with the State, the Owner's representative, and other stakeholders involved in this project.

H. State's Responsibilities

1. The State shall monitor project progress through status meetings, status reports, and project schedules.
2. The State shall bring issues to the Contractor's attention in a prompt manner.
3. The State shall issue payments under the contract upon receiving acceptable deliverables and appropriate invoices while ensuring the vendor is HCE compliant prior to payment.

I. Modifications to Scope of Work

The State and the Contractor may agree to modify the scope of work based on Project needs. The State and Offeror shall agree to any modifications in writing, including any changes to the contract price.

J. Term of Contract

The successful Offeror shall be required to enter into a formal written contract with SOHHS to complete the required services in Section II., B. Scope of Work. The initial term of the contract shall be for twelve (12) months, starting on the date of the Notice to Proceed (NTP). The contract may be extended for up to six (6) months, or any portion thereof if mutually agreed upon in writing prior to the contract expiration. The Contractor or State may terminate the contract at any time upon thirty (30) calendar days' written notice, provided that all required scope of work activities have been accepted by the State.

The initial contract period of performance is approximately August 1, 2026 through and including July 31, 2027. The period of performance may be adjusted based on the availability and release of funds.

III. OFFER FORMAT AND CONTENT

A. Offeror's Authority to Submit an Offer

The State will not participate in determinations regarding an Offeror's authority to sell a product or service. The Offeror shall resolve any questions regarding the right or ability to sell a product or service prior to submitting an offer.

B. Required Review

Before submitting an offer, the Offeror must thoroughly and carefully examine this RFB, including any attachments, exhibits, addenda, or other relevant documents, to ensure the Offeror understands the requirements of the RFB. The Offeror must become familiar with State, local, and federal laws, statutes, ordinances, rules, and regulations that may in any manner affect cost, progress, or performance of the work required.

The Offeror shall submit any questions to the State in writing by the deadline specified in Section I., D. RFB Schedule and Significant Dates and E. Questions on RFB. Submissions that do not adhere to the requirements in this RFB may not be answered.

C. Offer Preparation Costs

All costs incurred by the Offeror in preparing or submitting an offer shall be the Offeror's sole responsibility, whether or not any award results from this RFB. The State shall not reimburse offer preparation costs.

D. Tax Liability

The Offeror is responsible for determining its tax liability under local and federal laws. Work to be performed under this RFB is a taxable activity unless otherwise specified, or if the Offeror is exempt from taxation pursuant to any law. The Offeror is responsible for any taxes owed on sales made to the State pursuant to this contract.

E. Property of State

All offers and attachments become the property of the State of Hawaii.

F. Confidential Information

If an Offeror believes that any portion of an offer, specification, or correspondence contains information that should be withheld from disclosure as confidential, then the Offeror shall inform the Procurement Officer named on the cover of this RFB in writing and provide justification to support the Offeror's confidentiality claim. Price is not considered confidential and will not be withheld.

An Offeror shall request in writing nondisclosure of information such as designated trade secrets or other proprietary data Offeror considers to be confidential. Such requests for nondisclosure shall accompany the offer in order to facilitate eventual public inspection of the nonconfidential portion of the proposal.

G. Exceptions or Alternatives

Should Offeror take any exception to the terms, conditions, specifications, or other requirements listed in the RFB, Offeror shall list such exceptions in this RFB section where exception is taken, a description of the exception taken, and the proposed alternative, if any. The State reserves the right to accept or not accept any exceptions or proposed alternatives.

H. Offer Contents

To be considered responsive, the Offeror's submission must include all forms and materials indicated below:

1. Transmittal letter to confirm that the Offeror shall comply with the requirements, provisions, terms, and conditions in this RFB, including availability to work during the State's requested timeline in Section II., A. Project Overview and Timeline.
2. Signed Offer Form SOHHS-OF-1 with the complete name and address of the Offeror's firm and name, mailing address, telephone number, and email address of the designated point of contact for this RFB.

3. If subcontractors will be used, include a list of subcontractors indicating the general scope of work to be performed by each subcontractor and the subcontractors' license numbers, if applicable. By submitting this list, the Offeror certifies that each subcontractor is available and willing to perform the work as required.
4. Signed Offer Form SOHHS-OF-2 with the inclusive price of each scope of work described in Exhibit A.

I. Offer Submission Format

Offers shall be submitted electronically to SOHHS via email at gov.homelessness@hawaii.gov. To be considered responsive, the Offeror's email shall be dated on or before the proposal due date/time as specified in Section I., D. RFB Schedule and Significant Dates.

J. Best and Final Offer (BAFO)

If the State determines a BAFO is necessary, it shall request one from the Offerors. The Offerors shall submit a BAFO by the deadline established by the State and any BAFO received after the deadline or not received shall not be considered. If an Offeror does not submit a BAFO before the deadline, the Offeror's initial offer shall be considered its BAFO.

K. Modification Prior to Submittal Deadline or Withdrawal of Offers

The Offeror may modify or withdraw an offer before the offer due date and time. The Offeror shall notify the State via email at gov.homelessness@hawaii.gov to modify or withdraw its offer.

IV. EVALUATION CRITERIA

A. Disclaimers

Submission of an offer shall not create rights, interest, or claims of entitlement in any Offeror, including the best evaluated Offeror. The State reserves the right, at its sole discretion, to reject any and all offers for any reason, including, but not limited to: unreasonably high prices; failure of all offers to meet technical specifications; error in the request for bids; cessation of need; unavailability of funds; or a determination by the procurement agency that proceeding with the procurement would be detrimental to the best interests of the State.

B. Evaluation of Offers

Offers will be evaluated by the State in accordance with the submission requirements. The award will be made to the lowest responsive Offeror(s) whose

offer(s) is/are determined to be the most advantageous to the State. The State reserves the right to select a single offer, to select multiple offers, or to reject any and all offers.

C. Appeals

The Offeror may submit a written request for an appeal of their evaluation score within five (5) business days of the Notification to Offerors in Section I., D. RFB Schedule and Significant Dates. The State will respond to appeals received pursuant to this process within ten (10) business days. If the appeal results in a change to the State's intent to award one or more contracts under this RFB, the State will notify all Offerors and issue a new Notice(s) of Intent to Award to the successful Offeror(s).