



STATE OF HAWAII  
DEPARTMENT OF LAND AND NATURAL RESOURCES  
KA 'OIHANA KUMUWAIWAI 'ĀINA  
DIVISION OF STATE PARKS

INVITATION FOR BID FOR  
SEALED BID PROPOSAL  
TO PROVIDE A  
MOBILE FOOD TRUCK CONCESSION

AT  
WAILUKU RIVER STATE PARK  
PIIHONUA, SOUTH HILO,  
ISLAND OF HAWAI'I  
TMK: (3)2-3-027:001 Portion  
IFB NO. SPH26-0106

APPROVED BY:

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Ryan K.P. Kanaka'ole, Acting Chairperson  
Board of Land and Natural Resources

Apr 2, 2026

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Date

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### **SIGNIFICANT DATES**

Advertisement of Publication IFB NO. SPH26-0106 and Application Pick-up <small>*available online from April 10, 2026, see office hours for hard copy</small>	April 10, 17, & 24, 2026
Notice of Intention to Bid	May 22, 2026
Qualifications Questionnaire Due	June 12, 2026
Substantive Review and Qualifications of Applications	June 15 - 17, 2026
Notice of Qualification/Disqualification	June 17, 2026
Sealed Bid Proposal and Bid Deposit Due	4:00 PM HST, July 1, 2026
Opening of the Sealed Bids	9:00 AM HST, July 2, 2026
Notice of Award to the Winning Bidder	July 2, 2026
Estimated Start of Concession Lease	TBD

## SECTION A – SCHEDULE OF SUPPLIES

### **A.1. NOTICE TO BIDDERS**

The State of Hawaii, Department of Land and Natural Resources (“DLNR”), Division of State Parks (“DSP”) is issuing an Invitation for Bids (“IFB”) to qualified parties interested in a Mobile Food Truck Concession Agreement to operate a Mobile Food Truck (“MFT”) Concession pursuant to Chapter 102, Hawaii Revised Statutes (“HRS”), on state-owned lands within the Wailuku River State Park situated at Piionua, South Hilo, Island of Hawai‘i, TMK: (3)2-3-027:001 (Portion) (“Premises”), as shown on the concession area map in **Exhibit “A.”** Any party that may be interested in providing a bid may inspect the concession premises by calling DSP at (808) 587-0505 Monday through Friday, 8:00 AM to 4:00 PM Hawaii Standard Time (“HST”) except Federal and State Holidays.

The successful bidder shall have the right to use and occupy the site for operation of a MFT Concession from a vehicle. The MFT may remain on the Premises only with the prior review and approval of the DSP. If the Concessionaire requests to leave the MFT within the park, the terms and conditions for doing so shall be negotiated and approved by DSP. The Concessionaire assumes full responsibility and liability for the MFT while it remains on the Premises.

Items allowable for sale shall primarily consist of food items such as plate lunches, sandwiches, snacks, ice cream, smoothies, and non-alcoholic beverages using plastic-free bottles or aluminum containers. Other sundry and prepackaged or pre-prepared food (e.g., commercially packaged or individually wrapped ready-to-eat items) items may be sold only with prior written approval from the DSP. Alcoholic beverages shall not be sold or distributed from the MFT Concession. The successful bidder shall support and enable DSP to provide enhanced visitor services while generating revenue for the State, as appropriate.

Before any prospective bidder may submit a formal Sealed Bid Proposal (“Bid Proposal”), the prospective bidder must meet the minimum qualifications set forth in the IFB and give written notice of intent to bid on the Notice of Intention to Bid form by close of business day HST on May 22, 2026 and shall submit a completed Qualification Questionnaire form by close of business day HST on June 12, 2026, to DLNR, DSP, c/o DSP Property Manager, Ms. E. Keiki Kipapa, at:

Hawai‘i District Office		Kalanimoku Building
75 Aupuni Street, Room 204.	(or)	1151 Punchbowl Street, #310
Hilo, HI 96720		Honolulu, HI 96813

DSP intends to contract one MFT at Wailuku River State Park, within the park located and situated as shown on the concession area map in Exhibit “A.” This IFB is for one MFT only.

Unless otherwise specified, the IFB, including required forms for bidding such as the General Instructions to Bidders, Qualifications Questionnaire, Specifications, and Intention and Proposal Forms relating to this offering (“IFB NO. SPH26-0106” or “Bid Packet”), may be obtained from DSP Monday through Friday, except Federal and State Holidays, between 8:00 AM and 4:00 PM HST. Requests for these Bid Packet materials may also be made to Ms. E. Keiki Kipapa, DSP Property Manager, by email to [earleen.k.kipapa@hawaii.gov](mailto:earleen.k.kipapa@hawaii.gov).

Prior to permitting any interested party to bid, the DLNR shall satisfy itself of the prospective bidder's financial ability, experience, qualifications, and competence to carry out the terms and conditions of the concession contract that may be awarded. Prospective bidders will be informed whether or not they

have been deemed as “qualified.” Qualified bidders will be notified by DLNR that they may prepare and submit a Bid Proposal, as specified in IFB NO. SPH26-0106.

A disqualified bidder may appeal the disqualification by submitting a written appeal to the DSP Property Manager within seven (7) calendar days of receipt of notification of disqualification by DLNR. The appeal shall state the reasons bidder believes disqualification to be improper and may only reference documentary evidence submitted to DLNR with the original Bid Proposal. No new evidence will be accepted or considered in order to keep all bidders on an equal footing. The appeal shall be addressed to the Chairperson of the Board of Land and Natural Resources (“Chairperson”), whose decision in any such appeal shall be final.

## **A.2. BID PROPOSALS FROM QUALIFIED BIDDERS**

**Due Diligence.** Bidders are responsible for acquainting themselves with all IFB NO. SPH26-0106 documents and for making all necessary investigations and examinations of the physical location and characteristics of mobile food truck concession Premises at the Wailuku River State Park, especially to familiarize themselves before submitting a Bid Proposal. Failure to do so will not be grounds for any claim that the bidder did not understand the MFT Concession Agreement conditions and will not act to relieve any condition of the Mobile Food Truck Concession Agreement or IFB NO. SPH26-0106 documents. The submission of a Bid Proposal shall be considered conclusive evidence that the bidder has made such investigations and examinations.

**Site Conditions and Potential Improvements.** Bidders are advised that the designated Mobile Food Truck Concession Area may be unpaved and require ground stabilization. The successful bidder shall, at its sole cost and expense and subject to prior written approval by the Department, install gravel or other suitable surface improvements within the designated area prior to the commencement of operations.

The Department, at its sole discretion, may consider a rental adjustment or credit in connection with such approved improvements; provided that any such adjustment shall be determined only after award and execution of the Contract, shall be documented in writing, and shall not be considered in the evaluation of bids.

**Bidder’s Communications.** The DSP Property Manager shall be the contact for any communications. Should a bidder find discrepancies or ambiguities in, or omissions from the Bid Packet for IFB NO. SPH26-0106, or be in doubt as to their meaning, the bidder shall submit a request for interpretation or correction via mail to DLNR, DSP, c/o DSP Property Manager, Ms. E. Keiki Kipapa, at Kalanimoku Building 1151 Punchbowl, Room 310, Honolulu, HI 96813 or email: [earleen.k.kipapa@hawaii.gov](mailto:earleen.k.kipapa@hawaii.gov). Any interpretation or correction to the Bid Packet will be made only by written addendum transmitted to all known qualified bidders who received a Bid Packet and timely submitted a completed Notice of Intention to Bid. While verbal requests for clarification may be made, no responses except those made in writing signed by the DSP Property Manager shall constitute an official position of DSP. The State will not be bound by any oral statements or other non-written representations. Only timely submitted, written questions may generate an official response, which response shall be issued solely at DLNR’s discretion. Please do not email or fax any official forms or Bid Proposal materials. Any additional inquiries regarding IFB NO. SPH26-0106, and any requests for special accommodation (e.g., large print materials), should please contact the DSP Property Manager, as specified above.

**Bid Proposals.** A qualified Bid Proposal must be accompanied by a sufficient “Bid Deposit” required by and in conformance with section 102-6, Hawaii Revised Statutes (“HRS”). The form and amount of the Bid Deposit shall be as stated in the Bid Proposals section of this offering.

Deadline. Bid Proposals and all accompanying materials (including the Bid Deposit) are due and must be received by the close of business, 4:00 PM HST, on July 1, 2026, to DLNR, DSP, c/o DSP Property Manager, Ms. E. Keiki Kipapa, at:

Hawai'i District Office  
75 Aupuni Street, #204  
Hilo, HI 96720

(or)

Kalanimoku Building  
1151 Punchbowl Street, #310  
Honolulu, HI 96813

Accommodations. Please direct any inquiries regarding the IFB and for any persons requiring a special accommodation (e.g. large print materials) to the DLNR, DSP Property Manager, Ms. E. Keiki Kipapa, by email to [earleen.k.kipapa@hawaii.gov](mailto:earleen.k.kipapa@hawaii.gov).

Process for Reviewing Bid Proposals. All Bid Proposals received will be time-marked and held by DSP until the hour of bid opening. Any mailed Bid Proposals must arrive before the deadline and are the sole responsibility of the bidder. Any Bid Proposals received after the deadline will be returned unopened to the sender. Bid Proposals shall be submitted in a sealed envelope and shall be clearly labeled as a "Bid Proposal" for "IFB NO. SPH26-0106." Faxed or emailed Bid Proposal materials will **not** be accepted. Bid Proposals timely submitted and properly received will be opened after the submission deadline on July 2, 2026, at 9:00 AM HST. In case of a tie of identical high bids made timely by qualified and responsible bidders, DLNR may reject all bids or may award the MFT Concession Agreement to the responsible bidder who is best qualified by experience and financial means, as determined by the Chairperson.

Modifications and/or Cancellation. DLNR reserves the right to amend, modify, or cancel this Invitation for Bids relating to IFB NO. SPH26-0106, re-advertise a new request, reject any and all responses in whole or in part, require amendments or modifications to the responses, or waive any requirement in this request, with no liability whatsoever, when doing so is in the best interest of the State. DLNR also reserves the right to amend or supplement requirements and materials, in writing signed by the DSP Property Manager, at any time prior to the bid submission deadline. The Chairperson may cancel IFB NO. SPH26-0106 at any time, including after bids have been opened, and the Chairperson may reconsider any decision made in connection with IFB NO. SPH26-0106, including any decision to cancel IFB NO. SPH26-0106, as may be determined by the Chairperson to serve the best interests of the State.



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Ryan K.P. Kanaka'ole, Acting Chairperson  
Board of Land and Natural Resources  
Department of Land and Natural Resources  
of the State of Hawai'i

Publication Dates: April 10, 17, & 24, 2026

1. Hawaii Tribune Herald
2. Department of Land and Natural Resources, DSP Link:  
<https://dlnr.hawaii.gov/dsp/announcements/>

**A.3. NOTICE OF INTENTION TO BID**

Date \_\_\_\_\_

Ms. E. Keiki Kipapa, Property Manager  
Department of Land and Natural Resources  
Division of State Parks:

Hawai'i District Office  
75 Aupuni Street, #204  
Hilo, HI 96720

(or)

Kalanimoku Building  
1151 Punchbowl Street, #310  
Honolulu, HI 96813

The undersigned intends to bid for the Mobile Food Truck Concession Agreement—relating to IFB NO. SPH26-0106—for the Operation of a Mobile Food Truck within the parking lot area situated at Wailuku River State Park, Piihonua, South Hilo, Island of Hawai'i, TMK: (3)2-3-027:001 (Portion).

Attached is the fully completed Qualifications Questionnaire, as required.

Respectfully submitted,

\_\_\_\_\_  
Name of Bidder  
(Legal name of Entity if Applicable)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name and Capacity

Title \_\_\_\_\_

Address of Bidder: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**A.4. QUALIFICATIONS**

**1. QUALIFICATIONS OF BIDDERS:**

Only qualified bidders, as determined by DSP authorized representative(s) pursuant to §102-3, HRS, may submit a Bid Proposal for IFB NO. SPH26-0106. In order to be considered, the entire Qualifications Questionnaire must be completed. At its discretion, DSP or its authorized representative(s) may require prospective bidders to submit answers, under oath, to questions contained in the form of questionnaire setting forth a complete statement of the experience, competence, and financial standing of the prospective bidders. Neither DSP nor its authorized representative(s) charged with administering IFB NO. SPH26-0106 and responsive Bid Proposals shall divulge or permit to be divulged identifying information regarding those who submit any Notice of Intention to Bid until after the deadline for the submission of Bid Proposals, as specified herein. All information contained in the answers to questionnaires shall remain confidential, and Qualification Questionnaires of all bidders shall be returned to the bidders after serving their purpose.

By affixing its signature on the Qualifications Questionnaire, the undersigned certifies that the bidder satisfies the minimum qualifications required under IFB NO. SPH26-0106 and according to the “Specifications” section of this Bid Packet and that it is furnishing the attached information as proof of its qualifications. All bidders shall submit this Qualifications Questionnaire, the Bid Deposit, and all the required evidence in a single, complete Bid Proposal. Bidders that do not submit a complete Qualifications Questionnaire and the required documentation by the deadline for submission shall be disqualified from bidding.

**2. TENTATIVE SCHEDULE:**

The expected timeline for processing of the instant IFB is as follows:

Advertisement of Publication of IFB NO. SPH26-0106 and Application Pick-up	April 10, 17, & 24, 2026
Notice of Intention to Bid	May 22, 2026
Qualifications Questionnaire Due	June 12, 2026
Substantive Review and Qualifications of Applications	June 15 - 17, 2026
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Estimated Start of Concession Lease	TBD

3. QUALIFICATIONS QUESTIONNAIRE:

*If more space is needed to fully answer the below questions, please append additional page(s).*

3.1. Name of Bidder: \_\_\_\_\_

3.2. Business Organization:  Individual  Partnership  Corporation  Other (if "other" Describe type) \_\_\_\_\_

3.3. Principal Office Address: \_\_\_\_\_

3.4. State of Hawaii General Excise Tax ("GET") Number: \_\_\_\_\_

3.4.1. If exempt from GET, cite applicable statute: \_\_\_\_\_

3.5. Federal Employer I.D. Number: \_\_\_\_\_

3.5.1. If exempt from federal taxes, attach documentation of exemption.

3.6. If a Corporation, please answer the following:

Profit  Non-Profit

When incorporated and where: \_\_\_\_\_

When authorized to do business in the State of Hawaii: \_\_\_\_\_

Name of Officers:

President: \_\_\_\_\_

Vice President: \_\_\_\_\_

Secretary: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Other(s): \_\_\_\_\_

Principal Stockholders:

Name and Address

% of Stock held

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

(4) \_\_\_\_\_

3.7. If a Partnership, please answer the following:

When and where organized: \_\_\_\_\_

General or Limited Partnership: \_\_\_\_\_

When registered in the State of Hawaii: \_\_\_\_\_

Partners:

	<u>Name and Address</u>	<u>Share</u>
(1)	_____	_____
(2)	_____	_____
(3)	_____	_____
(4)	_____	_____

3.8. If "other" type of business entity, please describe:

What type of business: \_\_\_\_\_

Where and when organized: \_\_\_\_\_

When registered in State of Hawaii: \_\_\_\_\_

List Names of Members/Owners/Managers/etc. (including titles and addresses):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3.9. Attach a description and evidence of a minimum of two-years' experience of the bidder in the ownership and/or operation of a MFT Concession, restaurant, food concession, food catering business or operations, or related business similar to that described in IFB NO. SPH26-0106, including the number of years of experience, business name, business address, and dates of operation, as well as a recent (within the past 3 months) photograph of the vehicle the bidder intends to be used if selected for the Mobile Food Truck Concession Agreement described herein.

3.10. Provide evidence of the bidder's ability to procure mobile food equipment that will meet the minimum requirements of IFB NO. SPH26-0106. Attach any information sheet showing but not limited to design and specifications, anticipated costs, and bidder's financial means of procuring the equipment.

3.11. Has the bidder ever defaulted or been terminated on a State of Hawai'i contract/agreement or defaulted on real property taxes? If yes, give details on a separate sheet.

Yes

No

3.12. Have any leases, contracts, or agreements for the operation of any restaurants, food concessions or similar businesses owned and operated by the bidder ever been cancelled? If yes, give details on a separate sheet.

Yes

No

3.13. Has the bidder ever been cited for or found to be in violation of City, County, Federal and/or State of Hawai'i law during the previous two-year period? If yes, give details on a separate sheet.

Yes

No

- 3.14. Attach satisfactory evidence to support the financial ability of the bidder to operate and maintain a MFT Concession. Minimum requirements include income and expense statements, Federal tax returns and balance sheets, from the past two years.
- 3.15. Attach at least two outside references whom the DSP may contact to confirm the bidder's qualifications to operate an MFT. Provide names, contact information, and the relationship or experience with each reference.
- 3.16. Attach copy of State and Federal tax clearance.
- 3.17. Attach evidence of annual gross income indicating a successful business during the two immediately preceding fiscal years.
- 3.18. Attach evidence of sufficient liquid working capital or a firm written commitment from a financial institution for a sufficient loan.
- 3.19. By affixing a signature on the following page, the bidder hereby consents to and authorizes the DSP to confirm all or any of the foregoing information with any financial institution or any other source necessary.
- 3.20. By affixing a signature on the following page, the bidder certifies that it has or will have a State Permit to serve food, and a certified kitchen according to the State Department of Health.
- Bidder has the State permit to serve food and a certified kitchen (attach copy).  
 Bidder will obtain the State permit to serve food and a certified kitchen as a prerequisite of the final issuance of the concession agreement.
- 3.21. Attach a list of principal items to be on the proposed menu, including the approximate cost of each item that will be charged to the customers to be approved by the DSP Property Manager, as well as any sundry items to be sold secondary to food and non-alcoholic beverage, if applicable. The Administrator of DSP reserves the right to request that a bidder revise its menu, including but not limited to pricing. If DSP determines that revisions are needed, the bidder will be contacted by the DSP Property Manager at the contact information provided by the Bidder.
- 3.22. Attach a list of days and hours of intended operations, including proposed holiday closure.
- 3.23. As of the date of submission, does the bidder have in its possession a fully equipped mobile vending concessions vehicle?
- Yes. Bidder has attached picture(s) of the proposed MFT Concession vehicle, whose License Plate number is: \_\_\_\_\_.  
 No, but by affixing a signature on the following page, bidder affirms it is able to obtain in Hawaii a fully equipped mobile food concession vehicle necessary to perform the required food and beverage services for timely commencement of a mobile food concession operation.
- 3.24. Bidder must obtain all insurance policies required in the "Specifications" section of this IFB as a prerequisite of the final execution of the MFT Concession Agreement.
- 3.25. Insurance Coverage  
Bidder's Business Address: \_\_\_\_\_

Telephone No. and Email: \_\_\_\_\_  
Contact Person: \_\_\_\_\_

Insurance coverage is (or will be) carried by:

	<u>Carrier</u>	<u>Policy No.</u>	<u>Agent</u>
Commercial General Liability:	_____	_____	_____
Automobile Liability:	_____	_____	_____
Workers' Compensation:	_____	_____	_____
Temporary Disability Insurance:	_____	_____	_____
Prepaid Health Care:	_____	_____	_____
Unemployment Insurance:	_____	_____	_____

3.26. Bidders may attach any other information they wish to further describe their qualifications.

The undersigned swears that the foregoing information and attached supporting documentation are true and correct to the best of his/her/its/their knowledge and belief.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026, at \_\_\_\_\_

\_\_\_\_\_

Respectfully submitted,

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Authorized Signature\*

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

**\*SIGNATURE MUST BE  
ACKNOWLEDGED BY A  
NOTARY PUBLIC USING  
THE FORM PROVIDED ON  
THE FOLLOWING PAGE**



**A.5. BID PROPOSAL**

By affixing its signature below, the undersigned bidder declares that it has carefully examined the entire Bid Packet for the MFT Concession Agreement in connection with IFB NO. SPH26-0106 and hereby makes application for the concession as described therein.

The undersigned bidder understands that if awarded the MFT Concession Agreement, the rates that bidder establishes for the sale of food and other items shall be within the range charged for the same quantity of goods and services at comparable facilities or types of business. It is therefore understood that the bidder has taken this into consideration in calculating its bid.

The undersigned bidder understands that the "Concession Rent," as described in the "Specifications" section of this Bid Packet, shall be paid monthly on the first day of every month, and the interest rate on any unpaid or delinquent rentals shall be at one per cent (1%) per month.

If monthly rent is not received at the above address on or before the first day of the month for which it is due, then a service charge of FIFTY AND NO/100 DOLLARS (\$50.00) a month for each delinquent payment shall be assessed and payable. The service charge is in addition to interest on unpaid or delinquent rentals. Interest shall not accrue on the service charge.

The undersigned bidder understands that the duration of the MFT Concession Agreement shall be thirty-six (36) months.

The undersigned bidder agrees that, if awarded the MFT Concession Agreement, it will enter into a Contract with the Department of Land and Natural Resources in accordance with the terms and conditions set forth in the Bid Packet for IFB NO. SPH26-0106, this Bid Proposal, and official addenda to the attached Specifications issued by the Department of Land and Natural Resources, if any.

In accordance with §102-6, HRS, all Bid Proposals must be accompanied by a deposit of legal tender or by a certificate of deposit, share certificate, cashier's check, treasurer's check, teller's check, or official check drawn by, or a certified check accepted by a bank, savings institution, or credit union insured by the Federal Deposit Insurance Corporation or National Credit Union Administration (Bid Deposit), payable to "DLNR, Division of State Parks" and mail to c/o DSP Property Manager, Ms. E. Keiki Kipapa, at:

Hawai'i District Office		Kalanimoku Building
75 Aupuni Street, #204	(or)	1151 Punchbowl Street, #310
Hilo, HI 96720		Honolulu, HI 96813

The Bid Deposit shall be in a sum not less than five percent (5%) of the amount of the total Bid; provided that when the Bid exceeds \$50,000, the Bid Deposit shall be in a sum not less than \$2,500 plus two percent (2%) of the amount in excess of \$50,000. The Bid Deposit for Bids of \$50,000 or less is determined by multiplying the monthly Concession Rent x 36 (months) x 5%. The return of Bid Deposits shall be handled in accordance with §102-7, HRS.

The undersigned bidder submits:

<input type="checkbox"/> Cashier's Check	<input type="checkbox"/> Surety Bond	<input type="checkbox"/> Other, as allowed under
<input type="checkbox"/> Certified Check	<input type="checkbox"/> Legal Tender	HRS § 102-6: _____.

for its Bid Deposit in the amount of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) as required and made payable to payable to "DLNR, Division of State Parks" and mail to c/o DSP Property Manager, Ms. E. Keiki Kipapa, at:

Hawai'i District Office  
75 Aupuni Street, #204  
Hilo, HI 96720

(or)

Kalanimoku Building  
1151 Punchbowl Street, #310  
Honolulu, HI 96813

An insufficient Bid Deposit may lead to disqualification of bidder.

- A. The MFT Concession Agreement fee to be paid to the DSP, DLNR each month under the Contract—the monthly “Concession Rent”—shall be the greater of (i) the winning bid amount or (ii) six percent (6%) of gross receipts.
- B. The Concessionaire shall pay to DSP, DLNR on a monthly basis in advance, without notice or demand, the greater of: (i) the winning bid amount on or before the first (1<sup>st</sup>) day of the month preceding the month, or (ii) six percent (6%) of gross receipts on or before the fifteenth (15<sup>th</sup>) day of the month following the month for which the rent is due. The first monthly payment shall be made upon execution of the Contract.
- C. All payments due to the DLNR, Division of State Parks shall be made payable to “DLNR, Division of State Parks” and mail to c/o DSP Property Manager, Ms. E. Keiki Kipapa, at:

Hawai'i District Office  
75 Aupuni Street, #204  
Hilo, HI 96720

(or)

Kalanimoku Building  
1151 Punchbowl Street, #310  
Honolulu, HI 96813

in a form acceptable to DSP, and as specified in IFB NO. SPH26-0106. Failure to make payment when due shall constitute a breach of the MFT Concession Agreement and shall be sufficient grounds for termination of the Contract by DLNR.

The Concession Rent Payment shall be made on a monthly basis in advance, without notice or demand, in an amount equal to the greater of: (i) the winning bid amount, payable on or before the first (1st) day of the month preceding the month for which the rent is due; or (ii) six percent (6%) of Gross Receipts, payable on or before the fifteenth (15th) day of the month following the month for which the rent is due, together with a statement of Gross Receipts for the preceding month in a form acceptable to the State.

The duration of the MFT Concession Agreement shall be for thirty-six (36) months, effective beginning MONTH 1, 2026, and ending MONTH 3X, 2029. Operations beginning MONTH 1, 2026, at the earliest, may commence only after each of the following has occurred: (1) final execution of the MFT Concession Agreement by all parties; (2) receipt by DLNR of the first month's concession rent; (3) receipt by DLNR of the performance bond or equivalent; and (4) receipt by DLNR of the required certificate of insurance. Regardless of the start date for operations, the Contract is effective beginning MONTH 1, 2026 (TBD).

**The undersigned bidder bids a Concession Rent Payment of:**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_) per month, which may not be less than Five Hundred Dollars (\$500.00). The winning bid shall establish the **minimum monthly rent payment**. The Concessionaire shall pay each month the greater of (i) the winning bid amount or (ii) **six percent (6%) of gross receipts**.

Example:

- If the winning bid is \$2,500.00 per month, then \$2,500.00 is the monthly minimum rent.

- If 6% of gross receipts for a given month equals \$4,000.00, the amount due is \$4,00.00.
- If 6% of gross receipts equals \$2,000.00, the amount due is still \$2,500.00.

**Note:** *The winning bid amount is the monthly minimum rent. Each month, the concessionaire must pay either the winning bid amount or six percent (6%) of gross receipts — whichever is greater.*

By affixing a signature, the bidder acknowledges the following:

***It is understood and agreed that the DLNR has the right to cancel this Invitation for Bid for Sealed Bid Proposal, to extend or modify any application requirements, to accept or reject any or all bids, and to waive any defects, if such extension, acceptance, rejection, or waiver is deemed by the Chairperson to be in the best interest of the State.***

Person to Contact if Awarded to Bidder: \_\_\_\_\_  
 Address of Bidder: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Email (optional) \_\_\_\_\_  
 State of Hawaii General Excise Tax License Number if any: \_\_\_\_\_  
 Federal Employer Identification Number: \_\_\_\_\_  
 Type of Organization: \_\_\_ Individual; \_\_\_ Partnership; \_\_\_ Corporation; \_\_\_ Other: \_\_\_\_\_  
 State of Incorporation: \_\_\_ Hawai'i; \_\_\_ Other (Please specify: \_\_\_\_\_)

Respectfully submitted

\_\_\_\_\_  
 Name of Bidder  
 \_\_\_\_\_  
 Authorized Signature\*  
 \_\_\_\_\_  
 Print Name  
 \_\_\_\_\_  
 Title

\*SIGNATURE  
 MUST BE ACKNOWLEDGED  
 BY A NOTARY PUBLIC

**FOR OFFICE USE ONLY:**

Accepted by (signature): \_\_\_\_\_  
 Department of Land and Natural Resources

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_



**A.6. GENERAL INSTRUCTIONS TO BIDDERS**

**1. BIDDER QUALIFICATIONS:**

**Prospective bidders must be capable of carrying out the terms and conditions of the contract that may be awarded, for which bids are being called.**

- 1.1. Each prospective bidder must file a Notice of Intention to Bid and a completed Qualifications Questionnaire to DLNR, DSP and mail to c/o DSP Property Manager, Ms. E. Keiki Kipapa, at Kalanimoku Building, 1151 Punchbowl Street, Room #310, Honolulu, HI 96813, or hand deliver to the Hawai'i District Office, 75 Aupuni Street, Room #204, Hilo, HI 96720.

The Notice of Intention to Bid must be received no later than the close of business day (HST) on May 22, 2026.

The completed Qualifications Questionnaire must be received no later than the close of business day (HST) on June 12, 2026.

Emailed or faxed documents will not be accepted.

- 1.2. The Qualifications Questionnaire, properly executed and notarized, shall be reviewed by the DSP Property Manager or her authorized representative(s) to determine whether the prospective bidder's experience, competence and financial standing meet the minimum qualifications set forth in the Qualifications Questionnaire. Those qualifications include:

- 1.2.1. Two (2) years' full-time experience in owning and operating a MFT, restaurant, food concession, food catering business, or related business;

- 1.2.2. Sufficient annual gross income indicating a successful business during the two (2) immediately preceding fiscal years;

- 1.2.3. Sufficient liquid working capital or a firm commitment from a financial institution for a sufficient loan;

- 1.2.4. Bidder must have the financial ability to carry out the terms of the MFT Concession Agreement;

- 1.2.5. Bidder must demonstrate that it currently holds or that it will hold the required permit(s) and/or certification(s) necessary to comply with State and County laws; and

- 1.2.6. Bidder must verify that it has not been found to have violated any relevant Federal, State, or County law within the prior two (2) years.

- 1.3. Tax Clearances. Bidder agrees that, if selected, the bidder will register with Hawaii Compliance Express and receive certification of vendor compliance to fulfill the requirements of this section.

- 1.4. To meet the minimum qualifications, the bidder, whether an individual, corporation, partnership, or joint venture, shall be presently doing business under the same organizational structure and name, as identified in the Notice of Intention to Bid and the Qualifications Questionnaire, while meeting the minimum qualifications as listed above. The bidder's qualifications may not be met on behalf of the bidder by anyone other than the bidder (such as an employee, officer, partner,

joint venture, or person to be in immediate charge of the concession who has had the requisite years and income experience).

- 1.5. If upon review of the Qualifications Questionnaire, the prospective bidder appears not fully qualified or able to carry out the terms and conditions of the contract that may be awarded, the State shall afford the prospective bidder an opportunity to be heard.
- 1.6. Failure to complete every part of the Qualifications Questionnaire or to submit all materials requested in the Qualifications Questionnaire and the written Notice of Intention to Bid within the prescribed time is sufficient cause to disqualify a prospective bidder from submitting a Bid Proposal.
- 1.7. All information contained in the responses to the Qualifications Questionnaire for IFB NO. SPH26-0106 shall remain confidential until the Contract is awarded, and Qualifications Questionnaires of all bidders shall remain the property of the State of Hawai'i.
- 1.8. Prospective bidders who qualify to submit an offer will be informed. Prospective bidders who do not qualify to submit an offer will be informed and may request an opportunity to be heard by DLNR. If upon review of the Qualification Questionnaire and the terms and conditions of the MFT Concession Agreement that may be awarded the prospective bidder is determined to be unqualified, DLNR shall afford the prospective bidder an opportunity to be heard upon request. Any such request to be heard shall be made in writing and received by DLNR, DSP and mail to c/o DSP Property Manager, Ms. E. Keiki Kipapa, Kalanimoku Building 1151 Punchbowl Street, Room 310, Honolulu, HI 96813 within seven (7) calendar days of receipt of notification of disqualification by DLNR. The prospective bidder shall state reasons why it believes the rejection was improper and shall refer to supporting evidence in the documents provided to DLNR to support such reasons. The Chairperson shall make a final determination regarding qualification. Disqualification is discussed further in Section A.6.3. below.

## 2. FILING OF BID PROPOSALS, OPENING, AND RECORDING OF BIDS

- 2.1. Form of Bids. All bids shall be submitted on the official IFB forms in the Bid Packet and shall be received at Division of State Parks, Department of Land and Natural Resources, c/o DSP Property Manager, Ms. E. Keiki Kipapa, at:

Hawai'i District Office  
75 Aupuni Street, #204  
Hilo, HI 96720

(or)

Kalanimoku Building  
1151 Punchbowl Street, #310  
Honolulu, HI 96813

no later than 4:00 PM HST on July 1, 2026, at which time the bids shall be opened by the appropriate personnel at approximately 9:00 AM HST on July 2, 2026.

- 2.2. Bid Proposals submitted on other than the official IFB NO. SPH26-0106 forms, or which modify, add, or delete any term, consideration, or condition of IFB NO. SPH26-0106 shall be rejected.
- 2.3. Bid Deposit. In accordance with §102-6, HRS, all Bid Proposals must be accompanied by a deposit of legal tender or a certificate of deposit, share certificate, cashier's check, treasurer's check, teller's check, or official check drawn by, or a certified check accepted by a bank, savings institution, or credit union insured by the Federal Deposit Insurance Corporation or National Credit Union Administration (Bid Deposit), payable to "DLNR, Division of State Parks," located at:

Hawai'i District Office  
75 Aupuni Street, #204  
Hilo, HI 96720

(or)

Kalanimoku Building  
1151 Punchbowl Street, #310  
Honolulu, HI 96813

The Bid Deposit shall be in a sum not less than five percent (5%) of the total Bid amount. If the total Bid amount exceeds \$50,000, the Bid Deposit shall be in a sum not less than \$2,500.00 plus two percent (2%) of the amount in excess of \$50,000.

For purposes of this solicitation, the total Bid amount shall be calculated as the proposed monthly Concession Rent multiplied by thirty-six (36) months.

The return of Bid Deposits shall be handled in accordance with §102-7, Hawai'i Revised Statutes (HRS).

Example:

- If the proposed monthly Concession Rent is \$1,000, the total Bid amount is \$36,000 ( $\$1,000 \times 36$  months). The required Bid Deposit would be \$1,800 (5% of \$36,000).

- 2.4. Award of a Contract for the MFT Concession Agreement, if any, shall be made to the highest qualified and responsible bidder. In case of a tie of identical high bids by qualified and responsible bidders, DLNR may reject all bids or may award the MFT Concession Agreement to the responsible bidder who is best qualified by experience and financial means, as determined by the Chairperson.
- 2.5. Bidders are responsible for acquainting themselves with all IFB documents and to make all necessary investigations and examinations of the Premises, especially the MFT Concession Area shall not exceed 26 feet in length, and shall judge for themselves all of the circumstances that might affect their bid. Failure to do so will not be grounds for any claim that the bidder did not understand the conditions of the IFB and will not act to relieve any condition of the MFT Concession Agreement or other IFB documents. The submission of a Bid Packet shall be considered conclusive evidence that the bidder has made such investigations and examinations and consents to all IFB conditions.
- 2.6. Required Site Preparation. The Concessionaire shall be responsible for all site preparation necessary for the operation of the Mobile Food Truck Concession, including but not limited to the installation of gravel or other ground stabilization improvements within the designated concession area. All such work shall be performed at the Concessionaire's sole cost and expense and shall require the prior written approval of the Department.

The Department reserves the right, at its sole discretion, to negotiate a rental adjustment or credit in consideration of such approved improvements; provided that no such adjustment is guaranteed and bidders shall not rely upon any such potential adjustment in preparing their Bid Proposal.

**3. DISQUALIFICATION OF BIDDERS**

- 3.1. Any one or more of the following causes will be considered as sufficient basis for the disqualification of a bidder and the rejection of the Bid:
  - a. Lack of proper financial ability, equipment and/or sufficient experience to perform the work as revealed by the Qualifications Questionnaire (Section A.4, Qualification of Bidders);
  - b. Evidence of collusion among bidders;
  - c. Being in arrears on existing contracts with the State of Hawaii, or having defaulted on a previous contract with the State of Hawaii;

- d. Delivery of Bid after the deadline specified;
  - e. If the Bid shows any erasures without initials, or additions to, or modifications of, or deletions of, any term, consideration or condition set forth in any of the IFB NO. SPH26-0106 documents;
  - f. If the Bid shows irregularities or defects of any kind;
  - g. If the Bid is conditional or incomplete;
  - h. If any document included in the Bid Packet that requires signature and/or notarization is unsigned and/or is not properly notarized;
  - i. If the Bid Deposit to accompany the Bid Packet is not received;
  - j. If the Bid Deposit is received separately from the Bid Packet and is not identifiable as guaranty for a specific Bid Packet or is received after the specified submission deadline.
- 3.2. No bidder may withdraw or revise any Bid Packet for a period of sixty (60) calendar days after the time fixed for submission of completed Bid Packets.
- 3.3. A successful bidder who executes a Contract for the MFT Concession Agreement described herein shall be referred to hereinafter as the "Concessionaire."
- 3.4. The executed MFT Concession Agreement shall be referred to as the "Contract."
4. FAILURE TO EXECUTE CONTRACT
- 4.1. If the bidder to whom a MFT Concession Agreement is awarded fails or neglects to execute the Contract therefore and to furnish satisfactory security as required by chapter 102, HRS, within ten (10) days after notification of the award, or within such further time as DLNR may allow, the bidder shall pay the amount of its Bid Deposit to the State.
- 4.2. As a result, the DLNR may then award the Contract to the next highest qualified, responsive, responsible bidder, or may call for new submissions.
5. ASSUMPTION OF RISK
- 5.1. The Concessionaire and its employees and agents shall assume the risk of any loss or damage to their property left on the Premises.
- 5.2. Neither the DLNR nor its officers, agents, employees, or other authorized representative(s) shall be responsible or liable for any loss of, or damage to, the aforesaid property while on the Premises, regardless of the manner in which any such loss or damage is sustained.
6. ASSIGNMENTS
- 6.1. The Concessionaire shall not sublet the Premises, subcontract, assign, hypothecate, mortgage, or otherwise encumber the Contract or any or all of the Concessionaire's rights and obligations thereunder, without prior written consent of the Board of Land and Natural Resources ("Board").
- 6.2. Any transfer, assignment, subcontract, hypothecation, or mortgage so made without such written consent shall be automatically null and void and shall constitute sufficient cause to terminate the Contract at the sole discretion of the Board's Chairperson.
7. DAMAGE OR DESTRUCTION

- 7.1. In instances of damage or destruction or inoperability to the Premises or to any part thereof, the Board shall determine if such damage or destruction or inoperability is repairable and would serve the best interests of the State. Under no circumstances shall the DLNR be obligated, including under the terms of the Contract, to repair or reconstruct any damage or destruction or inoperability to the Premises.
- 7.2. If DLNR elects to repair or reconstruct any portion of the Premises damaged or destroyed or inoperable, it shall determine the scope and schedule of the work to be done and shall proceed with the reconstruction or repairs. To the extent that any portion of such damage or destruction or inoperability is caused by any acts or omissions attributable to the Concessionaire, either in whole or in part, the Concessionaire shall be liable to the Board for the cost of reconstruction and repairs; provided that, irrespective of the cause of any damage or destruction to the permanent improvements, equipment and trade fixtures constructed or installed in or on the MFT Concession Area by the Concessionaire, the DLNR reserves the right to determine the scope and schedule of the replacements or remedial work to be done, and the Concessionaire shall have the duty to proceed with those replacements or repairs at its own cost and expense.
- 7.3. When damage or destruction or inoperability to the Premises occurs through no fault of the Concessionaire, and when, because of such damage, destruction, or inoperability, the Concessionaire is unable to operate the MFT Concession, as determined by the DLNR, the Concessionaire shall be excused from performance of the Contract, and all payments of Concession Rent shall be paid up to the date of occurrence of such damage, destruction, or inoperability, and thereafter the Concessionaire shall be excused from payment of Concession Rent until such time as such damage, destruction, or inoperability is remedied sufficiently in the opinion of the DLNR, so as to allow the Concessionaire to again operate the MFT Concession. If the Board, within six (6) months after the date of the damage, destruction, or inoperability, elects not to remedy such damage, destruction, or inoperability and the Concessionaire is unable to operate the MFT Concession at any time during said six (6) month period because of such damage, destruction, or inoperability, the Concessionaire may terminate the Contract by giving written notice thereof to the DLNR.

#### 8. BREACH OF CONTRACT, BANKRUPTCY, INSOLVENCY

- 8.1. In the event the Concessionaire shall fail to timely pay the Concession Rent, regardless of whether the delinquent payment is separately demanded, or in the event the Concessionaire does not provide the MFT Concession services outlined in these IFB NO. SPH26-0106 documents to the complete satisfaction of the Board, or if the Concessionaire shall fail in any other respect to faithfully observe or perform any condition or covenant of the Contract and such non-performance is not excused in writing by the Board, or if the Concessionaire shall become bankrupt or insolvent, or if the Concessionaire should file a petition for dissolution, or file any debtor proceedings or take any proceedings of any kind or character whatsoever under any provisions of the Federal Bankruptcy Code seeking any readjustment, arrangement, postponement, composition or reduction of Concessionaire's debts, liabilities or obligations, or if any proceedings under the Federal Bankruptcy Code shall be taken against the Concessionaire and the same shall not be frivolous, or if the Concessionaire shall abandon the Premises or suffer the Contract or interest thereunder to be taken under any writ of execution, then the State may at once enter upon the MFT, MFT Concession Area, or any part thereof, in the name of the State, and at its option terminate the Contract and thereupon either have the MFT removed from the Premises at Concessionaire's sole cost and expense or take possession of the MFT, MFT Concession Area, or any part thereof, all permanent improvements, if any, and all equipment thereon and thereby become wholly vested with all right, title and interest of the Concessionaire and of those claiming under it, all without service of notice or resort to any legal process and

without being deemed guilty of any trespass or becoming liable for any loss or damage which may be occasioned thereby, and without prejudice to any other remedy or right of action which the State may have for arrears of rent or for other or preceding breach of covenant of the Contract on the part of the Concessionaire to be observed or performed.

- 8.2. If the State terminates the Contract for cause, all costs and charges incurred by the State, together with all revenues due under the Contract, will be added to any money due or which would or might have become due from the Concessionaire had the Concessionaire been allowed to complete the work contemplated by the Contract. The Concessionaire shall pay to the DLNR all such sums which would have been payable to the State under the Contract.

## 9. CONDEMNATION

- 9.1. In the event the whole of the Premises (Wailuku River State Park), or any part thereof, is taken pursuant to the power of eminent domain, or in the event any partial taking of the same shall render the Premises, or the remainder of the same, insufficient for the operation of the MFT Concession pursuant to the MFT Concession Agreement, the Contract shall terminate as of the date of possession by the condemner; provided that if only a portion of the MFT Concession Area or the Premises (Wailuku River State Park) shall be condemned without rendering the remainder thereof unsuitable for the operation of the MFT Concession, the monthly Concession Rent payment shall be reduced pro-rata as of the date possession is taken.
- 9.2. All compensation and damages payable by reason of the condemnation of the MFT, the MFT Concession Area, or any part of Wailuku River State Park) shall be payable to the Board. With respect to such condemnation, if any, the Concessionaire expressly waives all claims it may have for damages.

## 10. TERMINATION

- 10.1. The Board reserves and shall have the right, at any time during the term of the Contract, in its sole discretion and for any reason, to terminate or cancel the Contract.
- 10.2. The Board shall give the Concessionaire written notice of any cancellation or termination no less than sixty (60) calendar days prior to the effective date of such cancellation or termination.

## 11. SURRENDER OF PREMISES UPON TERMINATION

- 11.1. On the date of cessation of the Contract, whether such cessation be caused by termination, expiration or otherwise, the Concessionaire shall either have the MFT removed from the Premises at Concessionaire's sole cost and expense or it shall peaceably surrender and deliver to the Board possession of the MFT, MFT Concession Area, Premises, permanent improvements, if any, and all equipment thereupon, promptly and in good order, operating condition and repair, reasonable wear and tear resulting from Concessionaire's use of the Premises and damage from causes over which the Concessionaire had no control excepted.
- 11.2. Upon cessation of the Contract, the Concessionaire shall remove from the Premises, under the supervision of DLNR or its representative(s), its merchandise, removable equipment and other personal property in such a manner as to cause no damage to the MFT Concession Area or to the Premises, and in the event of any such damage during removal, the Concessionaire agrees to, at its own cost and expense, repair or otherwise remedy the same to the satisfaction of the Board.

11.3. If the Concessionaire fails or neglects to remove all or any portion of its merchandise, equipment and/or personal property within fifteen (15) calendar days after cessation of the Contract, the Board, at its sole option, may either remove and/or dispose of the same and charge the full cost of such removal and/or disposal to the Concessionaire, which the Concessionaire agrees to pay, or DLNR may consider the same to be abandoned and take title thereto in the name of the Board, and the Concessionaire agrees to pay for any costs incurred by the DLNR for doing so.

## 12. NOTICES

12.1. Wherever required, notices to the Board shall be sufficient if sent by certified mail, postage prepaid, addressed to the DSP Property Manager or her authorized representative(s) at the address identified in Section A.2 of this Bid Packet, or to such other address as the Board may from time to time designate in writing with reasonable notice.

12.2. Notices to the Concessionaire shall be deemed sufficient if sent by certified mail, postage prepaid, to the Concessionaire at its address herein provided or to such other address as the Concessionaire has informed the DSP Property Manager in writing.

## 13. INDEPENDENT CONTRACTOR

13.1. The Concessionaire is deemed to be an Independent Contractor and not the agent, employee, partner, or joint venture of the DLNR. Services performed under the Contract shall not constitute nor be construed as employment with the DLNR.

13.2. The Concessionaire intentionally, voluntarily, and knowingly assumes the sole and entire liability to its employees, agents, or other persons for all loss, damage or injury caused, in whole or in part, by the acts or omissions Concessionaire, or Concessionaire's officers, contractors, employees, agents, any affiliates, and its assigns, if any ("employees") in the course of their employment.

## 14. COSTS OF ENFORCEMENT AND LITIGATION

14.1. In the event the DLNR shall, without any fault, be made a party to any litigation other than condemnation or like proceedings commenced by or against the Concessionaire arising out of the Concessionaire's use or occupancy of the Premises, or attributable to any structure or objects placed thereupon or therein by the Concessionaire under the Contract, then the Concessionaire shall pay all damages, fines, costs, and reasonable attorneys' fees incurred by or imposed upon the DLNR in connection with such litigation.

14.2. The Concessionaire shall also pay all costs and reasonable attorneys' fees which may be incurred or paid by the DLNR in enforcing the covenants and provisions of the Contract, including the cost(s) associated with collection of delinquent rental payments, taxes, and other charges.

## 15. AMENDMENTS

15.1. The Contract shall not be varied in its terms or conditions except by an instrument in writing executed subsequently hereto by both parties to the Contract.

## 16. NON-LIABILITY OF INDIVIDUALS

- 16.1. No officer or employee of the State of Hawai'i, including any member of the Board acting pursuant to section 662-1, HRS, shall be individually or personally liable to the Concessionaire under any term or provision of its Contract, or because of the officer or employee's execution or attempted execution of the Contract, or because of any breach, or attempted or alleged breach thereof by the Board or any other officer or employee of the State of Hawai'i, when acting within the scope of employment.

#### 17. LAWS TO BE OBSERVED

- 17.1. The Concessionaire shall observe, perform, and comply or require compliance with all laws, ordinances, rules, and regulations of the United States, the State of Hawai'i, the County with jurisdiction on island where the MFT Concession is located, and any department or agency thereof, which may in any manner apply to the installation of the MFT Concession, or the operation and maintenance of the MFT Concession.

- 17.2. References to all laws, ordinances, rules, and regulations shall include any amendments thereto.

#### 18. WAIVER OF VIOLATIONS

- 18.1. It is expressly understood and agreed that no waiver granted by the Board of any violation of any promise, term, or condition of the Contract shall constitute or be construed as a waiver of the promise, term, or condition, or of the right to enforce the same as to any other or further violation.

#### 19. GOVERNING LAW

- 19.1. The Contract shall be construed and governed by the laws of the State of Hawai'i.
- 19.2. Any litigation in connection with the Bid Packet, the IFB for MFT Concession Agreement described herein, and/or the Contract shall be litigated only in a court of competent jurisdiction located in the State of Hawai'i.

#### 20. BIDDERS' QUESTIONS

- 20.1. For the purpose of the MFT Concession Agreement, the DSP Property Manager shall be the contact for any communications.
- 20.2. Should a bidder find discrepancies, ambiguities in, or omissions from the Bid Packet for IFB NO. SPH26-0106, or if a bidder should be in doubt as to their meaning, the bidder shall submit a request for interpretation or correction to DLNR, DSP, c/o DSP Property Manager, Ms. E. Keiki Kipapa, at Kalanimoku Building 1151 Punchbowl Street, Honolulu, HI 96813 or [earleen.k.kipapa@hawaii.gov](mailto:earleen.k.kipapa@hawaii.gov).
- 20.3. Any interpretation or correction to the Bid Packet will be made only by written addendum transmitted to all known qualified Bidders who received a Bid Packet and timely submitted a completed Notice of Intention to Bid. While verbal requests for clarification may be made, no responses except those made in writing signed by the DSP Property Manager shall constitute an official position of the DLNR. The State will not be bound by any oral statements or other non-written representations. Only timely submitted, written questions may generate an official response, which response shall be issued solely at DLNR's discretion.

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## A.7. SPECIFICATIONS

### 1. DEFINITIONS AND INTERPRETATION

Defined Terms. As used herein, the term:

- 1.1. “**ADA**” means the Americans with Disabilities Act, 42 U.S.C. Section 12101, *et seq.*
- 1.2. “**Bid Deposit**” means a financial deposit required by and in conformance with section 102-6, HRS. The form and amount shall be as stated in the Bid Proposals section of this offering.
- 1.3. “**Bid Proposal**” means a sealed bid containing all materials required herein.
- 1.4. “**Bid Packet**” or “**IFB NO. SPH26-0106**” means the Specifications, General Instructions to Bidders, Qualification Questionnaire, Intention and Proposal Forms relating to IFB NO. SPH26-0106.
- 1.5. “**Bidder**” means a qualified, responsive, and responsible bidder.
- 1.6. “**Board**” or “**BLNR**” means the Board of Land and Natural Resources of the State of Hawai‘i, or its successor or authorized representative(s).
- 1.7. “**Chairperson**” means the Chairperson of the Board or her designated representative(s).
- 1.8. “**Concession**” means the grant to a person or entity of the privilege to operate a mobile food truck (shall not exceed 26 feet in length) concession at a state park for the State of Hawaii Department of Land and Natural Resources, Division of State Parks, in accordance with the invitation for bid for the MFT Concession Agreement related to Contract No. SPH26-0106.
- 1.9. “**Concessionaire**” or “**Contractor**” or “**Principal**” means the successful bidder or party entering into the Contract for the MFT Concession Agreement with the Department of Land and Natural Resources for the privilege of operating the MFT Concession described in the Bid Packet. The term shall also include the Concessionaire’s successors, assigns or legal representatives, and its agents, officers, managers, and employees where the context is appropriate or requires.
- 1.10. “**Concession Rent**” means the minimum monthly payment which is the greater of (i) the winning bid amount or (ii) six percent (6%) of gross receipts.
- 1.11. “**Contract**” means the executed written agreement between the Board and the Concessionaire to operate the MFT Concession described in IFB NO. SPH26-0106—Contract No. SPH26-0106. The Contract, pursuant to Chapter 102, HRS, which includes the Invitation for Bids, consisting of the Bid Proposal, Security Deposit, Notice of Intention to Bid, Qualifications Questionnaire (including any required attachments), Specifications, General Instructions, Special Provisions, Performance Bond, Exhibits, Special Terms and Conditions, and administrative rules of the Board of Land and Natural Resources.
- 1.12. “**CPA**” means a Certified Public Accountant.
- 1.13. “**DLNR**” means the Department of Land and Natural Resources of the State of Hawai‘i.
- 1.14. “**DOH**” means the State of Hawaii Department of Health.

- 1.15. **“DSP”** means the DLNR’s Division of State Parks.
- 1.16. **“DSP Property Manager”** means the employee of DSP acting as agreement administrator for this MFT Concession—Ms. E. Keiki Kipapa, who may be contacted at Kalanimoku Building 1151 Punchbowl Street, Room 310, Honolulu, HI 96813, Tel: (808) 587-0505; Email: [earleen.k.kipapa@hawaii.gov](mailto:earleen.k.kipapa@hawaii.gov).
- 1.17. **“Employees”** when used in the context of Concessionaire includes Concessionaire’s officers, contractors, employees, agents, and its assigns, if any.
- 1.18. **“EPA”** means the federal Environmental Protection Agency.
- 1.19. **“GET”** means State of Hawaii General Excise Tax.
- 1.20. **“Gross Receipts”** means all sales made or proceeds earned or received by the Concessionaire in connection with or resulting from the use of the Premises, as defined herein.
- 1.21. **“HRS”** means Hawaii Revised Statutes.
- 1.22. **“HAR”** means Hawaii Administrative Rules.
- 1.23. **“HST”** means Hawai‘i Standard Time.
- 1.24. **“IFB”** means an invitation for bids.
- 1.25. **“Mobile Food Truck”** or **“MFT”** or **“MFT Concession”** means a motorized, mobile, self-contained vehicle that is equipped to cook, prepare and/or serve food for which a mobile food vendor license has been granted by the State of Hawai‘i. The MFT shall not be longer than twenty-six (26) feet long.
- 1.26. **“Mobile Food Truck Concession Agreement”** or **“MFT Concession Agreement”** means the written contract offered by the DLNR via the “IFB NO. SPH26-0106” documents to responsible, responsive, qualified bidders to operate the subject mobile food truck concession.
- 1.27. **“Mobile Food Truck Concession Area”** or **“MFT Concession Area”** means the physical location of the Mobile Food Truck (shall not exceed 26 feet in length) within the Premises, as defined here in, for within the parking lot area as depicted in Exhibit “A.”
- 1.28. **“Notice of Award”** means the award notice to the winning bidder. Notice of Award issued by DLNR and prior to the written Notice to Proceed.
- 1.29. **“Notice to Proceed”** means the document issued by DSP confirming that the Contract agreement has been signed by all parties, and which confirms that the Concessionaire can proceed to begin its business for the Mobile Food Truck Concession at Wailuku River State Park.
- 1.30. **“Obligee”** means the DLNR and its successors and assigns.
- 1.31. **“Premises”** means Wailuku River State Park situated at Piipihonua, South Hilo, Island of Hawai‘i, TMK: (3)2-3-027:001 (Portion).
- 1.32. **“State”** means the State of Hawai‘i and includes its government offices such as DLNR and DOH.

1.33. "TMK" means Tax Map Key number.

Gender Neutral. As used herein, the use of any gender shall include all genders.

Diacritical Marks and Alternate Spellings. Every term used in this IFB shall be construed as containing the appropriate diacritical marks, spelling, and capitalization as the context provides. Any questions as to the meaning of any word or provision shall be resolved by the Chairperson.

Headings. Headings are inserted and provided throughout this Bid Packet only for convenience and reference and in no way define, limit, extend, or describe the scope of intent of this IFB, or any provision hereof.

Subject to Law. All provisions in the Bid Packet shall be construed as if immediately incorporating any and all applicable local, county, state, and federal ordinances, statutes, rules, regulations, or other laws.

## 2. TERM OF CONTRACT

- 2.1. The term of the MFT Concession Agreement shall be for a period of thirty-six (36) months commencing on MONTH 1, 2026 through MONTH 3X, 2029.
- 2.2. In addition to any provisions for early termination, BLNR with approval of the Chairperson, may terminate the Contract without cause and in the best interest of the State.

## 3. SCOPE OF CONCESSION

- 3.1. The Concessionaire shall be granted the right to rent the MFT Concession Area for the sale of food, non-alcoholic beverages **using plastic-free bottles or aluminum**, and other similar products and services considered customary in MFT operations or for those approved in writing by the Board or DSP. The location of the MFT Concession Area at Wailuku River State Park situated at Piihonua, South Hilo, Island of Hawai'i, TMK: (3)2-3-027:001 (Portion), shall be as shown in **Exhibit "A"** attached hereto.
- 3.2. The MFT Concession operating days and hours shall be proposed by the bidder in the "Days and Hours of Operation" section of the Bid Proposal and are subject to review and approval by the DSP. The Concessionaire may operate during the approved days and hours, and any changes to the approved schedule must receive prior written approval from the DSP.

The Concessionaire acknowledges that the Premises are located within a public park and that park operations, public safety concerns, maintenance activities, weather conditions, special events, or other governmental purposes may require temporary closure, restriction, or modification of concession operations. The DSP and the Board reserve the right to require the Concessionaire to limit, suspend temporarily, partially, or completely, the concession rights granted under this Contract for public safety or other reasonable considerations.

The exclusive right to sell food, beverages, and other products at the MFT Concession Area shall not apply to any fundraisers or events conducted by non-profit organizations that the Board may authorize.

The Concessionaire shall not be entitled to compensation, damages, or any claim for loss of revenue resulting from closures, restrictions, or modifications to concession operations.

The Concessionaire shall adhere to the approved operating schedule unless otherwise authorized by the DSP.

- 3.3. The Board reserves the right to require the Concessionaire to limit, suspend temporarily, partially, or completely, the Concession rights granted by the Contract whenever the promotion/attraction of a separately permitted event may be jeopardized or adversely affected or when MFT Concession operations may be incompatible with the nature of any other authorized event at the Premises. In such cases, the Concessionaire shall comply accordingly and shall not be entitled to any reduction in rent or other compensation.
- 3.4. In the event any term, covenant, or condition of the Contract is held to be invalid by any court of competent jurisdiction, the invalidity shall not affect any other term, covenant, or condition of the Contract; provided, that the invalidity does not materially prejudice the rights and obligations of either the State or the Concessionaire contained in the valid terms, covenants, or conditions of the Contract.
- 3.5. In case of any dispute as to the interpretation of any term or provision in the Contract, the interpretation by the State shall govern and control. In addition, the parties shall agree that the Board shall have the sole power to decide and resolve any matter which may come up in the future and which is not covered by Contract.

#### 4. COMMENCEMENT OF CONCESSION OPERATIONS

- 4.1. Provided that: (1) the MFT Concession Agreement is fully executed by all parties; (2) DLNR has received the first month's Concession Rent; (3) DLNR has received the required performance bond(s) described herein or equivalent; (4) DLNR has received the required certificate of insurance, the Concessionaire shall begin full operations on MONTH XX, 2026, or as soon thereafter as the four aforementioned requirements have been satisfied; and (5) completion of all required site preparation, including approved ground stabilization improvements.
- 4.2. The Contract shall take effect MONTH XX, 2026, regardless of whether the full MFT Concession operations have begun by that date determined.
- 4.3. The Concessionaire shall immediately begin preparations and planning to begin MFT Concession operations and fulfill other Contract requirements after the date of the Notice of Award issued by DLNR and prior to the written Notice to Proceed.

#### 5. CONCESSION RENT AND PAYMENT

- 5.1. Concession Rent. For the entire term of the Contract, the monthly fee shall be the minimum monthly Concession Rent:
  - a. The minimum monthly Concession Rent payment each month shall be the greater of: (i) the winning bid amount or (ii) or six percent (6%) of gross receipts.
  - b. For the entire term of the Contract, the Concessionaire shall compensate the DLNR on the first day of every month.
  - c. In addition to the monthly Concession Rent payment, the Concessionaire shall provide, on or before the fifteenth (15) day of each month, a written statement showing in accurate detail the amount of Gross Receipts for the preceding month for each product sold.
  - d. Both the Concession Rent and the written report with details of Gross Receipts from the preceding month are to be sent to the DSP Property Manager—Attention:

Property Management, DLNR, Division of State Parks  
Attention: Property Management  
Kalanimoku Building  
1151 Punchbowl Street, Room 310  
Honolulu, HI 96813

- e. On or before *Month Day*, (TBD) of each contract year, the Concessionaire shall submit to the DSP Property Manager a report of the Gross Receipts for the previous period beginning Month (TBD) 1, through Month (TBD) 30 for each item sold during the reporting period.
- 5.2. Payment. All checks shall be made payable to "DLNR, Division of State Parks" and mailed or delivered to DLNR, Division of State Parks, c/o Property Management, Kalanimoku Building 1151 Punchbowl Street, Room 310, Honolulu, Hawai'i 96813, unless otherwise provided in writing by the Chairperson.
    - a. Failure to timely pay any part of the Concession Rent shall constitute a material breach of the Contract, and interest at the rate of one percent (1%) simple interest per month and a service charge of \$50.00 a month for each delinquent payment shall be assessed against the Concessionaire on any overdue fee.
    - b. The acceptance of any payment(s) required under the Contract by DNLN shall not be deemed a waiver of any breach by the Concessionaire of any covenant, term, or condition contained in the Contract.
  - 5.3. Other costs. The Concessionaire shall not be relieved of its obligation to pay any rental amounts, fees, or other charges accrued during the Contract term and unpaid at the termination of the Contract.
6. EQUIPMENT, MAINTENANCE AND CLEAN-UP
- 6.1. The Concessionaire shall, at its own cost and expense, purchase and install all equipment necessary for the proper and efficient operation of the MFT Concession.

The MFT shall be self-contained and shall not be dependent on any outside power source. If electricity is utilized, Concessionaire shall pay its pro-rata share of the electricity consumed, as determined by the Chairperson.
  - 6.2. Hookup to the island's water and sewer system will not be permitted under the Contract. The Concessionaire shall provide any additional equipment and/or MFT vehicles that may be determined by the Chairperson to be necessary for the proper operation of the MFT Concession.
  - 6.3. The Concessionaire shall provide sufficient refuse containers or receptacles lined with disposable plastic garbage bags and fitted with swinging, self-closing covers in the immediate vicinity of the MFT to minimize flies and other unsanitary conditions. The Concessionaire shall conduct intermittent trash sweeps as often as necessary throughout each day of operation and shall provide trash containers or receptacles in additional locations throughout the Premises to allow for proper disposal. Piling of boxes, cartons, barrels, or other similar items shall not be permitted on the Premises. The Concessionaire shall transport all refuse collected in its containers or receptacles to an approved County landfill or other offsite location daily. No offsite food preparation refuse shall be brought on to the Premises.

- 6.4. The Concessionaire shall at all times during the term of the Contract keep and maintain the MFT Concession Area and equipment, utensils, supplies, and all other areas used by it in a clean and sanitary condition in conformance with the requirements of the State Department of Health.
- 6.5. The Concessionaire shall ensure that the MFT vehicle on which the food concession is mounted, properly maintained, and is not leaking any oil or other fluids onto the ground. The Concessionaire shall be responsible for immediately and completely cleaning up any oil or other fluids spilled from the MFT vehicle.
- 6.6. Failure to maintain, repair and/or clean up the MFT Concession Area as required within five (5) days after receiving a notice to do so shall be deemed to be a breach of Contract, and the State shall have the right to terminate the Contract accordingly.
- 6.7. The Mobile Food Truck (MFT) may remain on the Premises only with the prior review and approval of the DSP. If the Concessionaire requests to leave the MFT within the park, the terms and conditions for doing so shall be negotiated and approved by the DSP. The Concessionaire assumes full responsibility and liability for the MFT while it remains on the Premises. The State of Hawai'i, Department of Land and Natural Resources, and the DSP shall not be responsible for any loss, theft, damage, or vandalism to the MFT or any equipment left on the Premises.

## 7. IMPROVEMENTS

- 7.1. The Concessionaire shall not at any time during the term of the Contract construct, place, maintain, or install on the Premises any building, structure, or improvement of any kind, except with the prior written approval of the Chairperson. Unauthorized improvements will be disassembled and removed from the Premises, if the Chairperson so desires, at the sole cost and expense to the Concessionaire. Any authorized improvements at the end of the Contract vest in the State at no cost.
- 7.2. The Concessionaire shall promptly discharge all debts incurred in making any such alteration or repair, and within sixty (60) days after completion, it shall render to the Chairperson documentation demonstrating this for all such debts.
- 7.3. Site Preparation/Graveling of Concession Area. The Concessionaire shall, at its sole cost and expense and subject to prior written approval by the Chairperson or their authorized representative, install gravel or other suitable surface improvements within the designated Mobile Food Truck Concession Area for the purpose of stabilizing the ground surface prior to the commencement of operations.

All costs associated with such site preparation, including materials, labor, and any required permits, shall be the sole responsibility of the Concessionaire.

The DLNR, DSP at its sole discretion, may, at its sole discretion, consider a rental adjustment in connection with such approved improvements; provided that any such adjustment shall be determined after award and execution of the Contract and shall be documented in writing and approved by the Chairperson.

Any improvements made pursuant to this section shall become the property of the State upon termination or expiration of the Contract, unless otherwise directed by the Chairperson.

8. LIENS

- 8.1 In the event mechanics and/or materialmen's liens should attach on the Premises, the Concessionaire shall dissolve such liens within fifteen (15) days from the date of such attachment.
- 8.2. In the event that past-due rents, fees or charges are not paid by the Concessionaire within sixty (60) calendar days after written notice of default given by the Chairperson, the State may take possession of and sell any equipment and trade fixtures of the Concessionaire as may be sufficient to pay the rents, fees, and charges owed. A sale under this lien may be made either publicly or privately, provided that the State shall issue written notice to the Concessionaire.

9. SALES AND RENTAL ACCOUNTABILITY

- 9.1. All sales transactions of food and beverages shall be registered in the presence of the MFT Concession customer at time of the sale in a cash register with the following minimum features:
  - a. Detail audit tape
  - b. Transaction receipt for sales for printing and for furnishing receipt to the customer
- 9.2. The Concessionaire must maintain a log of daily sales, which shall be made available for inspection when requested by the Chairperson, the DSP, the DSP Property Manager, or by an authorized representative thereof.

10. BUSINESS RECORDS

- 10.1. The Concessionaire shall be responsible for establishing and maintaining strict internal accounting controls, policies, procedures, and preparing and maintaining true, accurate and complete books and records to support and verify all sales and Gross Receipts. These accounting controls, policies, procedures, and records shall be subject to the Chairperson's review and approval.
- 10.2. The Concessionaire shall at all times during the term of the Contract, keep and maintain all accounts, books, data, and records of concession operations including but not limited to entries reflecting all business transacted under the Contract, tax reports, sales journals, cash slips, sales slips, cash register tapes, perpetual inventory records, concession stand records, warehouse records, requisitions, purchase invoices and all other accounts and records.
- 10.3. The Board, its officers, employees, auditors, agents, and authorized representatives shall at all reasonable times during the term hereof and for a period of one (1) year following the expiration of said term, have the right of access to all of the above accounts, books, data, and records of the Concessionaire for the purpose of determining conformance with the Contract. If such examination reveals any underpayments or overpayments to the State, appropriate reimbursement or credit shall be immediately effected in accordance with the HRS and any other applicable law.
- 10.4. The Concessionaire's internal auditors shall perform auditing procedures in accordance with the Concessionaire's standard audit policies and procedures at least once each Contract year. The Concessionaire shall promptly submit a copy of any and all internal auditor's reports to DSP.
- 10.5. The Concessionaire shall maintain a log of daily sales.

- 10.6. The Chairperson shall have the right to contract and pay for an independent Certified Public Accountant (“CPA”) to perform a complete audit of the Concessionaire’s entire business affairs, sales and Gross Receipts in accordance with generally accepted auditing standards. The Concessionaire shall assist the CPA by preparing detailed statements, reports, and schedules, searching, and providing supporting documentation, promptly and completely answering inquiries, and in any other matters deemed necessary for the efficient completion of the audit. The Concessionaire shall reimburse the State for the full cost of the audit whenever in the opinion the CPA, as concurred by the Chairperson:
- a. It refuses or fails to fully and promptly assist the CPA;
  - b. Its accounts, books, data, and records are incomplete, inaccurate, unsupported, or are otherwise, determined to be not able to be audited;
  - c. Its internal accounting controls have serious weaknesses or deficiencies in the opinion of the CPA, as concurred by the Chairperson; or
  - d. The audit reveals that the Concession Rent required under the Contract has been underpaid by two percent (2%) or more for any period under examination.
- 10.7. In the event that the audit reveals that the Concession Rent has been underpaid by five percent (5%) or more for the period under examination, as provided in the opinion of the CPA, as concurred by the Chairperson, the Concessionaire shall be found to have materially breached the Contract. Following such a breach, the State shall have the right, upon five (5) calendar days’ written notice to the Concessionaire, to act on this breach and terminate the Contract, thereby prohibiting further MFT Concession operations of the Concessionaire.

## 11. QUALITY STANDARDS

- 11.1. The food, beverages, and other products sold in connection with the MFT Concession Agreement shall be of good quality and in accordance with all applicable rules and regulations, including but not limited to those adopted by the DOH. This standard includes but is not limited to products, services, appearance, maintenance, equipment, and business practices. The Concessionaire shall use its best efforts to maintain an efficient and high-quality operation.
- 11.2. All food, beverages, confectionery, refreshments, and the like sold or kept for sale shall be quality, wholesome and pure and shall conform in all respects to the Federal, State and County food quality standards and other laws, rules, ordinances, and regulations. No imitation adulterated or misbranded articles shall be sold or kept for sale, unless clearly identified, and all merchandise kept on hand shall be stored and handled with due regard for sanitation and in compliance with the law. Perishable merchandise leftover at the end of each day shall not be sold at any time.
- 11.3. The Concessionaire shall provide a list of merchandise for sale, which shall be subject to inspection and approval or rejection by the DSP Property Manager. The State reserves the right to prohibit the Concessionaire from selling any merchandise the DSP Property Manager has determined fails to meet the quality standards required by law and as provided herein. Such prohibited merchandise shall be immediately removed from the MFT Concession and shall not be returned for sale, without express written authorization by the DSP Property Manager.
- 11.4. Businesses will provide non-plastic products that are safer for the environment pursuant to Plastic Disposable Foodware Ban **Ordinance No. 1985, Bill 74 Hawai’i County** and non-alcoholic beverages **using plastic-free bottles or aluminum.**

11.5. The DSP Property Manager shall promptly notify the Concessionaire in writing upon receipt of any customer complaint regarding the quality or adequacy of the Concessionaire's products or services. The DSP Property Manager may utilize any and all reasonable methods in making its determination, including but not limited to the following: personal observations, taste tests, independent product tests, review of customer questionnaires, customer interviews, customer complaints, "shoppers" surveys, and independent public surveys. The Concessionaire shall be given a reasonable opportunity to correct the problem; however, if the problem continues for more than thirty (30) calendar days, the Chairperson shall have the right to immediately terminate the Contract without further action.

## 12. OPERATING STANDARDS

12.1. The Concessionaire shall at all times adhere to, follow, and enforce its own standards, policies, procedures, programs, and systems.

12.2. The Concessionaire shall furnish good, prompt, courteous, and efficient service, and it shall constantly endeavor to improve the MFT Concession operation with a view toward maximizing Gross Receipts potential. The Concessionaire also shall not divert or cause to be diverted any business from the concession in order to avoid Gross Receipts requirements or for any other reason. The Concessionaire shall conduct its MFT Concession operation in such manner as to avoid the MFT: (1) creating, committing, or maintaining of a nuisance on the Premises; or (2) causing or creating unusual or objectionable noises, or noxious smoke, gases, vapors, and odors.

12.3. The Concessionaire shall cause the MFT Concession to be open and in full operation, ready to service the public, on all the listed menu items at all times the public would reasonably expect such service to be available. If any menu items runs out, or if modified hours should become necessary, the Concessionaire shall be responsible for promptly providing clear and accurate signage in order to notify potential customers.

## 13. PROHIBITED USES

13.1. The Concessionaire is prohibited from conducting any part of its operation at the Premises in any location other than the MFT Concession Area (see **Exhibit "A"** attached hereto) without prior written permission provided by the DSP Property Manager.

13.2. The Concessionaire shall not use the Premises or any part thereof, nor shall the Concessionaire permit the same to be used by anyone else for any purpose related to the MFT Concession, other than for those specific uses listed in Section 3 of the IFB NO. SPH26-0106 Specifications.

13.3. The Concessionaire shall not permit the MFT Concession Area to be used for any illegal purpose, immoral or indecent activity, or for lodging or sleeping purposes, nor shall it permit disorderly persons to remain upon or loiter within the MFT Concession Area.

13.4. The Concessionaire shall observe and comply with all applicable Federal, State, and County laws, regulations and ordinances, including but not limited to all relevant terms and conditions set forth in chapter 13-146 of the Hawaii Administrative Rules ("HAR").

## 14. ASSUMPTION OF RISK

- 14.1. The Concessionaire assumes the risk of any loss or damage to its equipment and other property on the Premises.
- 14.2. The State shall not be responsible or liable for any loss of, or damage to, the Concessionaire's equipment and property on the Premises, *regardless of how or the manner in which any such loss or damage is sustained.*

## 15. INSURANCE AND INDEMNITY

- 15.1. The Concessionaire shall procure and maintain, at its sole cost and expense, and acceptable to the State, and keep in full force and effect at all times during the term of this Agreement, the types and amounts of insurance coverages specified herein. The insurance policy or policies shall be issued by an insurance company or companies licensed or authorized to do business in the State of Hawai'i, with an AM Best-rating of not less than "A-VIII" or other comparable and equivalent industry rating, and with coverage terms acceptable to the Chairperson. The policy or policies of insurance shall name the State of Hawaii as an additional insured and a copy shall be filed with the DLNR. It is agreed that any insurance maintained by the State will apply in excess of, and contribute with, insurance provided by Concessionaire's policy or policies. Prior to entry and use by Concessionaire of the Mobile Food Truck Concession Area, or within fifteen (15) days from the effective date of the Contract, Concessionaire shall procure a policy, or policies of insurance of the types and minimum amounts of insurance indicated as follows:
  - a. Comprehensive General Liability Insurance. Comprehensive General Liability Insurance of not less than ONE MILLION DOLLARS (\$1,000,000.00) for each occurrence and TWO MILLION DOLLARS (\$2,000,000.00) aggregate.
  - b. Workers' Compensation and Employer's Liability Insurance. Workers' Compensation and Employer's Liability Insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000.00), or as otherwise required by applicable Federal and State laws.
  - c. Fire and Extended Coverage Insurance for Other Hazards and Perils. Fire and Extended Coverage Insurance for Other Hazards and Perils on all of the buildings, structures, equipment, and other improvements within the MFT Concession Area, whether owned by the State or the Concessionaire, or any portion thereof, as would be procured and maintained by a reasonable and prudent owner thereof, the necessary fire policy or policies and extended broad form coverage for other hazards and perils such as, but not limited to, hail, windstorm, hurricane, lightning, explosion, smoke, sprinkler leakage, vandalism, malicious mischief, damage by vessels, aircraft and glass, the minimum combined replacement value of which shall be not less than TWO MILLION DOLLARS (\$2,000,000.00), per occurrence arising from any one cause.
  - d. Business Interruption Insurance. Business interruption insurance insuring that the Concession Rent in effect under the Contract during the time of the business interruption will be paid to the State for a period of one (1) year if the Concessionaire is unable to operate the authorized MFT Concession at the Mobile Food Truck Concession Area due to a risk required to be insured against by the Concessionaire. This business interruption insurance shall also cover business interruptions due to failures or interruptions in telecommunications services, strikes, employee lockouts, riots, force majeure, or other civil commotion.
  - e. Motor Vehicle Liability Insurance. State of Hawaii No-Fault motor vehicle (or automobile) liability insurance policy or policies of at least (1) ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) per person, per accident, and THREE HUNDRED THOUSAND DOLLARS (\$300,000.00) per occurrence for bodily injury and/or death; (2) an aggregate of \$500,000 per accident or occurrence for bodily injury and death; and (3) FIFTY THOUSAND DOLLARS (\$50,000.00) per accident or occurrence for property damage; and

(4) a combined single limit coverage of not less than FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) per accident or occurrence for bodily injury, death, and property damage for each of its motor vehicles or automobiles, including each motor vehicle or automobile from the Concessionaire's fleet operating on or within any Mobile Food Truck Concession Area in connection with the Contract. The insurance obtained by the Concessionaire hereunder shall cover the Concessionaire and any affiliates thereof, or, where necessary, the Concessionaire shall require its affiliates to obtain, at their sole cost and expense, such insurance coverage in favor of the State.

- f. Pollution Legal Liability Insurance. Pollution liability insurance to cover claims for property damage, personal injury, and cleanup costs associated with environmental contamination, which shall be written on a "claims made" basis with a limit on liability of not less than TWO MILLION DOLLARS (\$2,000,000.00) per claim and a self-insured retention or deductible that shall be no greater than TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000.00). Concessionaire shall maintain, in full force and effect throughout the term of the Contract, the following such insurance coverage with minimum limits as follows:

Each Incident Limit	\$2,000,000.00
Aggregate Limit	\$2,000,000.00

- 15.2. Indemnification. If the State shall, with or without any fault, be made a party to any litigation commenced by or against the Concessionaire arising out of the Concessionaire's occupancy or use of the Mobile Food Truck Concession Area, or attributable to construction, installation, or any other activity that may occur pursuant to the Contract, the Concessionaire shall release, indemnify, defend, and keep and hold harmless and if appropriate or necessary, in full force and effect throughout the term of this Contract agreement, insure the State, including the State's officers, employees, and agents, from and against any and all claims, demands, actions, suits, causes of action, judgments, injunctions, decisions, orders, liabilities, losses, damages, costs and/or expenses arising out of or related to any such litigation, including, without limitation, paying any and all costs, expenses, charges, consultants' fees, and reasonable attorneys' fees, and any other fees incurred by or imposed on the State in connection with such litigation. In any action by the State for recovery of any sum due under the M FT Concession Contract, or to enforce any of the terms, covenants, or conditions contained in this Mobile Food Truck Concession Contract, the State shall be entitled to recover any and all costs, fees, expenses, charges, consultants' fees, attorneys' fees, and any other fees incurred by or imposed on the State in connection with such actions.
- 15.3. The Concessionaire shall not use the Mobile Food Truck Concession Area, the Premises, or any portion thereof, nor shall it permit any of the same to be used by the Concessionaire to do or permit the doing of any act or thing upon the Mobile Food Truck Concession Area, the Premises, or any portion thereof, which will either increase the premium rate of, be contrary to, or invalidate any fire, casualty, liability insurance policies either required herein or carried by the State covering the Mobile Food Truck Concession Area or the buildings or improvements, if any, in which the same are located. The Concessionaire shall, in connection herewith, obey, observe and adhere to any and all present and future laws, rules, regulations, ordinances, orders or decisions issued by the State or any governmental authority pursuant thereto, and the requirements and directions of fire or other underwriters on the applicable policy or policies of the State and the Concessionaire, which may pertain or apply to the operation of the Concession upon the Mobile Food Truck Concession Area.
- 15.4 Each insurance policy required by the Contract shall contain the following three (3) clauses:

“This insurance shall not be cancelled, limited in scope of coverage or non-renewed until after thirty (30) days’ written notice has been given to the State of Hawaii, Department of Land and Natural Resources.”

“It is agreed that any insurance maintained by the State of Hawaii will apply in excess of, and not contribute with, insurance provided by Concessionaire’s policy.”

“The State of Hawaii shall be added as an additional insured to Concessionaire’s policy or policies of insurance.”

- 15.5. The Concessionaire shall conduct its activities in connection with the Contract as not to endanger any persons; and the Concessionaire shall indemnify, defend, save and hold harmless the State, DLNR, the Board, DSP, including all of its officers, agents and employees, from any and all deaths, injuries, losses and damages to persons or property, and any and all claims, demands, liabilities costs, and expense, including attorneys’ fees, therefor, occasioned wholly or in part by the acts or omissions of the Concessionaire, its Employees, patrols or any persons admitted to the MFT Concession Area.

## 16. ASSIGNMENTS

- 16.1. The Concessionaire shall not sublet the whole or any part of the Premises, nor shall it assign, hypothecate, or mortgage the Contract or any of its rights thereunder without prior written consent of the Board.
- 16.2. The Board may consent to assignment of the Contract only upon demonstration of need as set out in Section A.6, General Instructions to Bidders. Any consent by the Board shall not operate as a waiver of this condition for future subletting or assignment.

## 17. SIGNS AND ADVERTISING

- 17.1. The Concessionaire shall furnish, install, and maintain signs listing all prices of items to be sold. Before installation, all signs shall be approved in writing as to the appropriateness, size, design and location by the DSP Property Manager except for those updates needed to comply with paragraph 12.3 (above), and 20.5 and 22.1 (below), which changes shall be authorized upon written notice to the DSP Property Manager who shall have the right to direct the further amendment of these signs, as needed.
- 17.2 No hawking, solicitation, or unauthorized advertising shall be made by the Concessionaire on or outside of the Premises or via any public address system. The Concessionaire shall not engage in or have any form of advertising beyond the signs addressed in paragraphs 17.1 (above), and 17.3 and 20.5 (below) without prior written approval of the DSP Property Manager, except as provided in paragraphs 12.3 (above) and 22.1 (below).
- 17.3 The Concessionaire shall also have the right to provide, post, or keep posted, any notices required by any statute, rules or regulations of the federal, state or county government, or the Board that are deemed to be for the protection of the general public, the Concessionaire or the Premises.

## 18. MANAGERS AND EMPLOYEES

- 18.1. The Concessionaire recognizes that the competence, integrity, and commitment to quality of its employees is paramount to the success of its food and beverage concession operations.

- 18.2. The Concessionaire shall employ, train, supervise and provide adequate incentives to its employees to ensure prompt, courteous and efficient service at all times.
- 18.3. The Concessionaire shall employ only persons of good moral character, neat appearance, and polite manners. Concessionaire, including its Employees, shall at all times observe a strict impartiality as to rates and services and to be polite and courteous in their dealings with the customers. DSP shall have the right to eject from the Premises any Concessionaire, as defined herein, whose conduct DSP determines to be improper, inappropriate, offensive, or whose conduct is otherwise contrary to the standards required of persons employed by the State of Hawaii. DSP shall have the right to require the Concessionaire to supply an adequate replacement within a reasonable time after ejection. If the Concessionaire is unable or unwilling to furnish a replacement acceptable to DSP, then the Contract shall have been breached, and the Board shall have the right to terminate the Contract.
- 18.4. The Concessionaire shall provide at all times an adequate number of Employees to ensure that the Concession is operated efficiently, and the customers are serviced properly, pursuant to the Contract.
- 18.5. Concessionaire shall require its managers and employees to wear a uniform or badge by which they may be known and distinguished as affiliates of the Concessionaire and the MFT Concession authorized by the Contract. The Concessionaire shall keep and maintain accurate personnel records of all employees to assure proper and valid identification.
- 18.6. The Concessionaire or a responsible representative shall at all times be available at the MFT Concession Area during the hours of operation, as stated in the Contract. The Concessionaire shall be vested with full power and authority to act in matters relating to the day-to-day operation of the concession. The Concessionaire shall be directly responsible for the appearance, conduct and demeanor of all its Employees, as defined herein, and for maintaining the quality and adequacy of all products and services in accordance with the Contract.
- 18.7. Concessionaire shall not unreasonably disturb or offend spectators or interfere with the Premises (Wailuku River State Park) attendees.

## 19. STATE EMPLOYEES

- 19.1. No person employed by the State shall be admitted to any share or part of the Contract or to any benefit that may arise from the Contract.
- 19.2. This restriction shall not be construed to extend to this Contract, if made with a corporation or company for its general benefit.

## 20. OPERATING CONDITIONS

- 20.1. The Concessionaire shall, at its own cost and expense and at all times when the MFT Concession is in operation, maintain and keep the assigned area immediately adjacent thereto, free, and clear from trash and other unsightly, unsafe, or unsanitary objects attributable to the MFT Concession operation. The Concessionaire shall keep and maintain all equipment in good repair.
- 20.2. The Concessionaire shall keep and maintain its MFT facilities in a clean, healthful, and sanitary state compliant with rules and regulations imposed by the Department of Health and any other applicable Federal, State, or County authorities. If an issue arises or the State has identified a

need for such services, Concessionaire shall, at its own cost and expense, engage and supervise competent exterminators to control vermin, pests or other environmental factors as often as is necessary. Such extermination services shall be supplied in all areas where food is stored, prepared, or dispensed. No equipment, structures or stands, mobile or otherwise, will remain at the MFT Concession Area overnight or on days when the MFT Concession is not open.

- 20.3. The Concessionaire shall pay and shall not allow to become delinquent any and all costs, fees, taxes, or charges incurred or assessed against the operation of the MFT Concession.
- 20.4. The Concessionaire shall not interfere with free access to and passage within the Premises, nor shall the Concessionaire limit or prohibit in any way ingress or egress to the Premises, except as provided in paragraph 13.3, above.
- 20.5. All signs posed by Concessionaire, shall be pre-approved by DSP, except for those updates needed to comply with paragraph 12.3 (above) and 22.1 (below), and must confirm to applicable State and County ordinances. Signs will be displayed only during the hours that the MFT Concession is open for business.
- 20.6. The Concessionaire shall provide at its own expense, all equipment, dishes, utensils and supplies necessary for the proper operation of the business for which the Concession is granted.
- 20.7. All persons handling food and beverage on behalf of Concessionaire must have a valid current food handler's certificate issued by the Department of Health.

## 21. COVENANT AGAINST DISCRIMINATION

- 21.1. The Concessionaire shall comply with all applicable Federal and State laws prohibiting discrimination as to race, color, religion, creed, sex, age, or disability in rendering the services required under the Contract and in its employment practices.
- 21.2 Any discriminatory practices by the Concessionaire shall be deemed a breach of the Contract and may be cause for termination of the Contract by the Board.

## 22. PRODUCTS AND PRICES

- 22.1. The Concessionaire shall at all times during the hours the MFT Concession is in operation, have available for sale within the MFT Concession a sufficient supply of all food, non-alcoholic beverages **using plastic-free bottles or aluminum** and other products approved for sale under the Contract. If any food, beverages, or products become unavailable, the Concessionaire shall make notations on its signage accordingly.
- 22.2. The Concessionaire shall stock, display, promote (*e.g.*, in accordance with the requirements set forth in paragraphs 12.3, 17.1, 17.2, 17.3, 20.5, and 22.1 (above) and sell the food and beverage products usually sold at the MFT Concession (see listing of allowable items in Section A.1. Notice to Bidders).
- 22.3. Menu signs listing all items for sale and the prices at which they are to be sold must be plainly displayed on the MFT vehicle and Concessionaire's equipment, where applicable.
- 22.4. It is the intent hereof that all prices charged to the public shall be reasonable and competitive and allow the Concessionaire to earn a reasonable rate of return. The reasonableness of prices shall

be judged primarily by comparison with current charges for similar goods furnished or sold at other concessions with due allowances for length of season, provision for peak load, accessibility and cost of labor and materials, type of patronage, and other determinants of charges.

- 22.5. Requests to change prices shall be submitted in writing to DSP and shall set forth Concessionaire's justification for the proposed change. All food and beverages shall be dispensed in environmentally conscious products that also comply with Plastic Disposable Foodware Ban **Ordinance No. 1985 Bill 74**, Hawai'i County and non-alcoholic beverages **using plastic-free bottles or aluminum**, and any other applicable statute, rule, regulation, ordinance, or other applicable law.
- 22.6. To the extent feasible, Concessionaire should make an effort to ensure that all packaged food and beverages, in addition to foodware such as utensils, and straws covered by the Hawai'i County Plastic Disposable Foodware Ban **Ordinance No. 1985 Bill 74**, do not contain plastic and/or are biodegradable.
- 22.7. The Concessionaire is prohibited from selling or distributing alcohol under the Contract.

### 23. LICENSES AND PERMITS

- 23.1. The Concessionaire shall secure and keep current all licenses or permits required by law, pay promptly all charges or fees, and give all notices necessary and incidental to the lawful operation of the Concession.
- 23.2. The Concessionaire shall keep business placards posted on its MFT vehicle, which must be clearly visible to the public at all times when the MFT is on the Premises.

### 24. INSPECTION AND REMEDIES

- 24.1. The Board, its officers, employees, agents, authorized representatives and contractors shall have the right to enter the MFT Concession Area—including the MFT vehicle itself—at all reasonable times for inspection purposes, including but not limited to observing the Concessionaire's performance of its obligations under the Contract.
- 24.2. In the event any inspection described in paragraph 24.1 reveals that the area designated for the Concessionaire's use is not in a safe, sanitary, and otherwise satisfactory operating condition, the inspector shall cause DSP to provide written notice of its finding(s) and a request that Concessionaire remedy the deficient finding to Concessionaire. The Concessionaire, upon receipt of written notice from DSP, as determined by law, shall promptly proceed to remedy the issue and restore the MFT facilities to the satisfaction of DSP. If within ten (10) calendar days following receipt of the notice, or within additional time as DSP may allow in writing, the Concessionaire has not complied with the provisions of such notice, DSP shall at its sole option have the right to remedy the issue in any way deemed appropriate by DSP, and the Concessionaire shall promptly reimburse DSP after written notice for any and all costs or expenses incurred in connection therewith.
- 24.3. The Board, its officers, employees, agents, authorized representatives, contractors and furnishers of utilities and other services, shall have the right to install and/or maintain upon the Premises, including upon the MFT Concession Area, any and all of its existing and future utility, mechanical, electrical and other systems and to enter thereupon at all reasonable times to make such repairs, replacements or alterations thereof as may be necessary or desirable; provided that

nothing contained in this Section shall be construed to impose upon the State any obligation or create any liability for its acts or omissions to maintain such systems or to make such repairs, replacements or alterations.

24.4. No abatement of monthly Concession Rent payments shall be claimed by or allowed to the Concessionaire by reason of the exercise by the Board of any or all of the rights contained in this Section; provided that nothing contained in this Section shall be construed to permit the Board to exercise any right to access or entry in a manner that will unreasonably interfere with or hinder the use, occupancy, or enjoyment of the MFT Concession Area and Premises by Concessionaire.

## 25. DESTRUCTION OF OR DAMAGE TO PREMISES

25.1. If the Premises are destroyed or damaged, either wholly or in part, by an act of God, war, fire or other catastrophe, that cannot be repaired with reasonable diligence within three (3) months after such occurrence, and if during this three (3) month period the Concessionaire is unable to continue the operation of its MFT Concession in accordance with the Contract, as confirmed in writing by DSP, the Concessionaire may terminate the Contract as of the date of the initial damage or destruction, and the Concessionaire shall pay any and all fees owed under the Contract only up to the time of such damage or destruction.

## 26. EXCUSE OF PERFORMANCE

26.1. Except as otherwise provided herein, performance under the Contract by the Concessionaire will be excused only by reason of the following causes:

- a. When performance is prevented, partially or completely, by destruction or damage or inoperability of any kind to the Premises, as stated in paragraph 25.1.
- b. When performance is prevented, partially or completely, by an act of the public enemies of the State of Hawai'i or of the United States of America;
- c. When performance is prevented, partially or completely, by a labor dispute; provided that the DSP shall thereupon have the option to either enter and operate the MFT Concession for its account or to have others operate the MFT Concession for its account until such time as the labor dispute is settled, and the DSP by reason of such operation shall not be obligated to make any monetary restitution or to otherwise compensate the Concessionaire.

## 27. CANCELLATION OR INTERRUPTION OF OPERATIONS

27.1. The DLNR reserves the right in its sole and arbitrary discretion to interrupt or cancel any or all operations within any state park, including the subject Premises.

27.2. If the DLNR exercises its rights under this Section, the Concessionaire alone shall bear all expenses or losses attributable to such an interruption or cancellation in-full and shall not take or allow to be taken any action for damages against the Board or the DLNR.

## 28. HOURS OF OPERATION

28.1. Throughout the Contract term, the Concessionaire shall provide annual written reports to the DSP Property Manager or the DSP Property Manager's designated representative(s) setting forth the Concessionaire's anticipated, annual calendar, including expected dates and hours of operation.

28.2. The Concessionaire shall provide at least seven (7) days' advance, written notice to the DSP Property Manager or his/her authorized representative(s) if the expected dates and hours of operation should change from those previously reported, unless determined by DSP, in writing, that shorter notice is reasonable. DSP reserves the right to accept or reject any such request for such a change in operations under the Contract.

29. COMPLIANCE WITH CHAPTER 343, HRS

29.1. The Concessionaire will be responsible for compliance with Chapter 343, HRS, with respect to any increased development or change in use of the MFT Concession Area from the existing use pursuant to the MFT Concession Agreement.

**SECTION B – CONTRACT**

**B.1.**

**CONCESSION CONTRACT  
MOBILE FOOD TRUCK  
AT WAILUKU RIVER STATE PARK  
SPH26-0106**

THIS CONTRACT IS MADE AND ENTERED INTO AS OF THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026, BY AND BETWEEN THE STATE OF HAWAII, HEREINAFTER CALLED THE “STATE,” THROUGH THE CHAIRPERSON OF THE BOARD OF LAND AND NATURAL RESOURCES, AND \_\_\_\_\_, HEREINAFTER CALLED THE “CONCESSIONAIRE,” for the operation of a MFT Concession<sup>1</sup> by the Concessionaire at \_\_\_\_\_ for the period of 36 months commencing on MONTH XX, 2026—although *operation* of the Concession may only begin on MONTH XX, 2026 or as soon thereafter as the following four requirements are met: (1) final execution of this Contract; (2) Department of Land and Natural Resources (“DLNR”) has received the first month’s Concession Rent; (3) DLNR has received the performance bond or equivalent; and (4) DLNR has received the required certificate of insurance—and ending on MONTH XX, 2029.

WHEREAS, the written Bid Proposal for IFB NO. SPH26-0106, (attached as Exhibit A) submitted by the Concessionaire on \_\_\_\_\_ (the “Bid Proposal”), has been accepted by the State as the highest responsible Bid Proposal submitted pursuant to a call for bids made on April 10, 17, & 24, 2026, in accordance with Chapter 102, Hawaii Revised Statutes (“HRS”) (attached as Exhibit “C.1”), and Hawaii Administrative Rules (“HAR”) Chapter 50 (attached as Exhibit “C.2”), and Hawaii County Ordinance No. 1985 Bill No. 74 (attached as Exhibit “C.3”) has been accepted by the State as the highest responsible Bid Proposal for said Concession ;

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, the parties agree as follows:

A. Scope of Work. The Concessionaire agrees to perform the work in strict accordance with the terms and conditions of this Agreement, which includes all terms and conditions set forth in the Notice to Bidders, Notice of Intention to Bid submitted by Concessionaire, Qualifications Questionnaire submitted by Concessionaire, Bid Proposal submitted by Concessionaire, General Instructions to Bidders, Specifications, Appendix; and any addenda to Specifications issued by the DLNR, and the Special Terms and Conditions (Exhibit “B”), which are attached to this Contract and incorporated by reference herein.

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<sup>1</sup> All terms used herein shall have the same meaning as are defined in Section A.7(1) of the Bid Packet for IFB NO. SPH26-0106, as is appropriate given the context.

B. Compensation. As compensation (minimum monthly shall be the greater of (i) the winning bid amount, or (ii) six percent (6%) of gross receipts per month per location) to the State of Hawai'i for the right of the Concessionaire to operate a MFT Concession in accordance with the Scope of Work described in paragraph A, above, within the parking lot area at Wailuku River State Park situated at Piihonua, South Hilo, Island of Hawai'i, TMK: (3)2-3-027:001 (Portion ("Premises")), agrees to pay the DLNR the following amount(s) each and every month which is greater of: (i) the winning bid amount due in advance of the 1st day of the month or (ii) six percent (6%) of gross receipts due by the 15<sup>th</sup> day of the month following the month for which rent is due: SPH26-0106 \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)  
(Write out the dollar amount)  
 From MONTH 1, 2026 to MONTH 30, 2029 (36 months), in strict accordance with the Bid Proposal submitted by Concessionaire, Specifications, Appendix, and any official addenda to the Specifications, which are attached to this Contract.

IN WITNESS WHEREOF, the parties have executed this Contract, effective the day and year first above written.

STATE OF HAWAI'I

Approved by the Board of  
 Land and Natural Resources  
 at its meeting held on:  
 August 12, 2022, Item E-2.

By: \_\_\_\_\_  
 Ryan K.P. Kanaka'ole, Acting Chairperson  
 Board of Land and Natural Resources

CONCESSIONAIRE

\_\_\_\_\_ [Name]

\*By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_

\*By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

Deputy Attorney General

Dated: \_\_\_\_\_

**\*ALL CONCESSIONAIRE SIGNATURES  
 MUST BE ACKNOWLEDGED  
 BY A NOTARY PUBLIC**

**ACKNOWLEDGMENT (CONCESSIONAIRE):**



**SECTION C – PERFORMANCE BONDS**

**C.1. PERFORMANCE BOND (PRINCIPAL)**

**KNOW TO ALL BY THESE PRESENT:**

That we, \_\_\_\_\_,  
(Full legal name and street address of Concessionaire)

as Concessionaire, hereinafter called "**Contractor**," are held, and firmly bound unto the Department of Land and Natural Resources, State of Hawai'i, its successors and assigns, hereinafter called the "**Obligee**," in the amount of 2x the monthly Concession Rent payment, that being:

\_\_\_\_\_

(Write out the dollar amount)

DOLLARS (\$ \_\_\_\_\_), legal tender of the United States of America, for the payment of which to said Obligee, well and truly to be made. Contractor binds itself, its heirs, executors, administrators, successors, and assigns, if any, firmly by these payments. Said amount is evidenced by (fill in one or more paragraph below, as applicable):

Legal tender:

1. Share Certificate unconditionally assigned to or made payable at sight to \_\_\_\_\_;

2. Certificate of Deposit, No. \_\_\_\_\_, dated \_\_\_\_\_, issued by \_\_\_\_\_,  
drawn on \_\_\_\_\_, a bank, savings institution or credit union insured by the Federal Deposit Insurance Corporation ("**FDIC**") or the National Credit Union Administration ("**NCUA**"), payable at sight or unconditionally assigned to: \_\_\_\_\_;

3. \_\_\_\_\_ (Type) Check No. \_\_\_\_\_, dated \_\_\_\_\_, issued by \_\_\_\_\_,  
drawn on \_\_\_\_\_, a bank, savings institution or credit union insured by the FDIC or the NCUA, payable at sight or unconditionally assigned to: \_\_\_\_\_;

4. Treasurer's Check No. \_\_\_\_\_, dated \_\_\_\_\_, issued by \_\_\_\_\_,  
drawn on \_\_\_\_\_, a bank, savings institution or credit union insured by the FDIC or the NCUA, payable at sight or unconditionally assigned to: \_\_\_\_\_;

5. Official Check No. \_\_\_\_\_, dated \_\_\_\_\_, issued by \_\_\_\_\_,  
drawn on \_\_\_\_\_, a bank, savings institution or credit union insured by the FDIC or the NCUA, payable at sight or unconditionally assigned to: \_\_\_\_\_;

6. Certified Check No. \_\_\_\_\_, dated \_\_\_\_\_, accepted by a bank, savings institution or credit union insured by the Federal Deposit Insurance Corporation or the National Credit Union Administration, payable at sight or unconditionally assigned to: \_\_\_\_\_.

WHEREAS:

The Contractor has by written agreement dated \_\_\_\_\_ (the MFT Concession Agreement) entered into a legally binding agreement with Obligee for the following Project:

\_\_\_\_\_ hereinafter called "Principal Bond Contract," which Contract is incorporated herein by reference and made a part hereof.

NOW, THEREFORE,

The condition of this obligation is such that, if Contractor shall promptly and faithfully perform the Principal Bond Contract in accordance with, in all respects, the stipulations, agreements, covenants and conditions of the Principal Bond Contract as it now exists or may be modified according to its terms, without any cost, expense or charge to the Obligee, its officers, agents, successors or assigns, free and harmless from all suits or actions of every nature and kind which may be brought for or on account of any injury or damage, direct or indirect, arising or growing out of the Principal Bond Contract thereof or the manner of doing the same or the neglect of the Contractor or its agents or servants or the improper performance of the Principal Bond Contract by the Concessionaire or from any other cause, then this obligation shall be void; otherwise it shall be and remain in full force and effect.

AND IT IS HEREBY STIPULATED AND AGREED that suit on this bond may be brought before a court of competent jurisdiction without a jury, and that the sum or sums specified in the said Contract as liquidated damages, if any, shall be forfeited to the Obligee, its successors or assigns, in the event of a breach of any, or all, or any part of, the covenants, agreements, conditions, or stipulations contained in the Contract or in this bond in accordance with the terms thereof.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Name of Concessionaire/ Contractor

\* \_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title

\*SIGNATURE  
MUST BE ACKNOWLEDGED  
BY A NOTARY PUBLIC



**C.2. PERFORMANCE BOND (SURETY)**

**KNOW TO ALL BY THESE PRESENTS:**

That \_\_\_\_\_,  
(Full legal name and street address of Concessionaire)

as Concessionaire, hereinafter called "Principal," and \_\_\_\_\_,  
(Name and street address of bonding company)

as surety, hereinafter called "Surety," an entity authorized to transact business as a surety in the State of Hawaii, are held and firmly bound unto the Department of Land and Natural Resources, State of Hawaii, its successors and assigns, hereinafter called "Obligee," in the amount in the amount equal to two times (2x) the monthly Concession Rent of \_\_\_\_\_

(Write out the dollar amount)

DOLLARS (\$ \_\_\_\_\_), to which payment Principal and Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

**WHEREAS** the above-bound Principal will enter into an agreement with Obligee executed by Principal on \_\_\_\_\_, for \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

hereinafter called Surety Bond Contract, which Surety Bond Contract is incorporated herein by reference and made a part hereof.

**NOW THEREFORE**, the condition of this obligation is such that:

If the Principal shall promptly and faithfully perform and fully complete the Surety Bond Contract in strict accordance with the terms of the Surety Bond Contract as said Surety Bond Contract may be modified or amended from time to time; then its obligation on this bond shall be void; otherwise, this obligation is to remain in full force and effect.

Surety to this bond hereby stipulates and agrees that no changes, extensions of time, alterations, or additions to the terms of the MFT Concession Agreement, shall in any way affect its obligation on this bond, and it does hereby waive notice of any such changes, extensions of time, alterations, or additions,

and agrees that they shall become part of the Surety Bond Contract without its separate consent.

In the event of default by the Principal, of the obligations under the Surety Bond Contract, then after written Notice of Default from the Oblige to the Principal and subject to the limitation of the penal sum of this bond, Surety shall pay moneys to the Oblige in satisfaction of the surety's performance obligation on this bond.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

[Seal]

\_\_\_\_\_  
Name of Principal (Concessionaire)

\* \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\* \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

**\*ALL SIGNATURES  
MUST BE ACKNOWLEDGED  
BY A NOTARY PUBLIC**



**SECTION D – EXHIBITS**

**D.1. EXHIBIT “A” (Concession Area Map)**

MFT CONCESSION AREA described in IFB NO. SPH26-0106

The precise location of the Mobile Food Truck (MFT) Concession Area shall be designated by the DSP District Superintendent for the applicable island and may be modified at the Superintendent’s discretion.



**D.2. EXHIBIT “B” (Special Terms and Conditions)**

**SPECIAL TERMS AND CONDITIONS**

**ARTICLE I. COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT**

**A. Compliance with Americans with Disabilities Act.**

1. Concessionaire's Warranty. The Concessionaire agrees that it shall conduct its Concession operation and use the Mobile Food Truck Concession Area in accordance with the Americans with Disabilities Act, 42 U.S.C. Section 12101 et seq. (hereafter collectively the “ADA”).
2. Accessible Services. The Concessionaire acknowledges that, pursuant to the ADA, programs, services, and other activities provided by a public entity, whether directly or through a contractor, must be accessible to disabled persons. The Concessionaire shall provide the services specified in this Contract in a manner that complies with the ADA and any and all other applicable federal, state, or county disability rights legislation. The Concessionaire agrees not to discriminate against disabled persons in the provision of services, benefits, or activities provided under this Contract and further agrees that any violation of the ADA on the part of the Concessionaire and Concessionaire’s agents shall constitute a material breach of this Contract.

**ARTICLE II. COMPLIANCE WITH ENVIRONMENTAL LAWS**

**B. Compliance with Environmental Laws.**

1. Compliance with Environmental Laws. The Concessionaire agrees, at its sole expense and cost, to comply with all Environmental Laws, as herein defined, that apply to the Mobile Food Truck Concession Area during the term of this Contract, and the Concessionaire's use and occupancy of, and activities on, the Mobile Food Truck Concession Area. This duty shall survive the expiration or termination of this Contract which means that the Concessionaire's duty to comply with Environmental Laws shall include complying with all Environmental Laws, regulations, and orders that may apply, or be determined to apply, to the use, occupancy, and activities of the Concessionaire on the Mobile Food Truck Concession Area after the expiration or termination of this Contract. Failure of the Concessionaire to comply with any Environmental Laws shall constitute a breach of this Contract for which the State shall be entitled, in its discretion, to terminate this Contract and take any other action at law or in equity it deems appropriate.
2. Hazardous Substances. The Concessionaire shall not use, store, treat, dispose, discharge, release, generate, create, or otherwise handle any Hazardous Substances, or allow the same by any third person, on the Mobile Food Truck Concession Area without first obtaining the written consent of the DLNR and complying with all Environmental Laws, including giving all required notices, reporting to, and obtaining permits from, all appropriate authorities, and complying with all provisions of this Contract.
3. Notice to State of Hawai'i. The Concessionaire shall always keep State fully informed regarding all matters relating or related to or covered by the Environmental Laws affecting the Concessionaire or the Mobile Food Truck Concession Area. This duty shall also include providing immediate written notice of any investigation, enforcement action,

remediation, or other regulatory action, order of any type, or any legal action, initiated, issued, or any indication of an intent to do so, communicated in any way to the Concessionaire by any federal or State authority or individual which relates in any way to any Environmental Laws, or any Hazardous Substances, and the Concessionaire or the Mobile Food Truck Concession Area. This written notice to the State shall include the Concessionaire immediately providing the State with copies of all written communications from individuals or State and federal authorities, including copies of all correspondence, claims, complaints, warnings, reports, technical data, and any other documents received or obtained by the Concessionaire. At least thirty (30) days prior to termination of this Contract by the Concessionaire, the Concessionaire shall provide to the State written evidence satisfactory to the State that the Concessionaire has fully complied with all Environmental Laws, including any orders issued by any governmental authority to the Concessionaire that relate to the Mobile Food Truck Concession Area.

4. Notice to Authorities. The Concessionaire shall provide written notice to the federal Environmental Protection Agency (“EPA”) and the State of Hawaii, Department of Health (“DOH”), at least sixty (60) days prior to the termination of this Contract that the Concessionaire intends to vacate the Mobile Food Truck Concession Area and terminate its operations on the Mobile Food Truck Concession Area. The Concessionaire shall allow the agents or representatives of said authorities access to the Mobile Food Truck Concession Area at any and all reasonable times for the purpose of inspecting or testing for compliance with any Environmental Laws. The Concessionaire shall provide copies of said written notices to State at the time said notices are provided by said authorities.
5. Disposal/Removal. Except for materials that are lawfully sold in the ordinary course of the Concessionaire's business, the Concessionaire shall cause any Hazardous Substances to be removed from the Mobile Food Truck Concession Area for disposal and to be transported from the Mobile Food Truck Concession Area solely by duly licensed Hazardous Substances transporters to duly licensed facilities for final disposal as required by all applicable Environmental Laws. The Concessionaire shall provide the State with copies of documentary proof, including manifests, receipts, or bills of lading, which reflect that said Hazardous Substances have been properly removed and disposed of in accordance with all Environmental Laws.
6. Environmental Investigations and Assessments. The Concessionaire, at its sole cost and expense, shall cause to be conducted such investigations and assessments of the Mobile Food Truck Concession Area to determine the presence of any Hazardous Substance on, in, or under the Mobile Food Truck Concession Area as may be directed from time to time by the State, in the State's sole discretion, or by any federal or state authority. The extent and number of any environmental investigations and assessments shall be determined by the State or the federal or State authority directing said investigations and assessments to be conducted. The Concessionaire shall retain a competent and qualified person or entity that is satisfactory to the State or governmental authority, as the case may be, to conduct said investigations and assessments. The Concessionaire shall direct said person or entity to provide the State or governmental authority, if so requested, with testable portions of all samples of any soils, water, ground water or other material that may be obtained for testing and provide to the State and the governmental authority written results of all tests on said samples upon completion of said testing.
7. Remediation. In the event that any Hazardous Substances are used, stored, treated, disposed of on the Mobile Food Truck Concession Area, handled, discharged, released, or

determined to be present on the Mobile Food Truck Concession Area, the Concessionaire shall, at its sole expense and cost, remediate the Mobile Food Truck Concession Area of any Hazardous Substances, and dispose/remove said Hazardous Substances in accordance with this Mobile Food Truck Concession Agreement and the Environmental Laws. This duty to remediate by the Concessionaire includes strict compliance with all Environmental Laws and directives. This duty to remediate shall also include replacement of any materials, such as soils, so removed with material that is satisfactory to the State and governmental authority, as the case may be. Concessionaire is solely responsible to repair any damage to the Premises caused by Concessionaire or its employees, agents, and invitees.

8. “Environmental Laws” shall mean all federal, state and local laws of every nature including statutes, ordinances, rules, regulations, codes, notices, standards, directives of every kind, guidelines, permits, licenses, authorizations, approvals, interpretations, of the foregoing by any court, legislative body, agency or official, judicial decisions, orders, rulings or judgments, or rules of common law which currently are in effect or which may come into effect through enactment, issuance, promulgation, adoption or otherwise, which in any way pertain to, relate to, or have any relevance to the environment, health or safety. These Environmental Laws include, but are not limited to, regulations and orders of the EPA and the DOH.

9. State’s Right to Act. In the event the Concessionaire fails for any reason to comply with any of the duties under this Contract or under any Environmental Laws within the time set for doing so, the State shall have the right, but not obligation, in its sole discretion, to perform those duties, or cause them to be performed. The Concessionaire hereby grants access to the Premises at all reasonable hours to the State, its agents and anyone designated by the State in order to perform said acts and duties. Any cost, expense, or liability of any type that may be incurred by the State in performing said acts or duties shall be the sole responsibility of the Concessionaire and the Concessionaire hereby agrees to pay for those costs and expenses and to indemnify, release, defend and hold harmless the State for any liability incurred. This obligation shall extend to any costs and expenses incident to enforcement of the State’s right to act, including, without limitation, litigation costs, attorneys’ fees, and the costs and fees for collection of said cost, expense, and liability.

C. Release and Indemnity. The Concessionaire hereby agrees to release the State, and the State’s officers, agents, employees, successors, and assigns, from any liability of any kind, including, but not limited to, any liability for any damages, penalties, fines, judgments, or assessments that may be imposed or obtained by any person, agency, or governmental authority against the Concessionaire by reason of any Hazardous Substances that may be present by whatever means on, in, or under the Mobile Food Truck Concession Area. The Concessionaire hereby agrees to release, indemnify, defend with counsel suitable to the State, and hold harmless the State from any liability that may arise in connection with, or by reason of, any occurrence involving any Hazardous Substances that may be alleged to be connected or related in any way with the Mobile Food Truck Concession Area, the State’s ownership of the Premises, or this Contract, including, without limitation, the presence of any Hazardous Substance on, in, or under the Premises.

### ARTICLE III. CHANGES IN CONCESSIONAIRE

A. Changes in Concessionaire.

1. Controlling Interest. The merger of the Concessionaire with any other entity or the transfer of a fully controlling ownership interest in the Concessionaire, or the assignment or transfer of a substantial portion of the assets of the Concessionaire, whether or not located on the premises, shall constitute an assignment. Without limiting the generality of the foregoing, if the Concessionaire is a partnership, a withdrawal or change, voluntary, involuntary, or by operation of law, of the partner or partners owning fifty-one percent (51%) or more of the partnership, or the dissolution of the partnership, or the sale or transfer of at least fifty-one percent (51%) of the value of the assets of the Concessionaire, shall be deemed an assignment. If the Concessionaire is a corporation or limited liability company, any dissolution, merger, consolidation, or other reorganization of the Concessionaire or the sale or other transfer of a controlling percentage of the capital stock or membership interests of the Concessionaire or the sale or transfer of at least fifty-one percent (51%) of the value of the assets of the Concessionaire, shall be deemed an assignment. The phrase "controlling percentage" means the ownership of, and the right to vote, stock or interests possessing at least twenty percent (20%) (or a percentage less than twenty percent (20%) if such percentage represents a controlling interest in the Concessionaire) of the total combined voting power of all classes of the Concessionaire's capital stock or interests issued, outstanding and entitled to vote for the election of directors.
  2. Sale of Assets. The sale of all or substantially all of the assets of the Concessionaire, or the transfer of Concessionaire's Concession business, shall be deemed to constitute an "assignment" for purposes of this Contract which requires the prior written approval of the State in accordance with the Mobile Food Truck Concession Agreement.
  3. State Shall Approve Each Assignment. The consent of the State to any one assignment shall not constitute a waiver of the State's right to approve subsequent assignments, nor shall consent of the State to any one assignment relieve or release any party previously liable as the Concessionaire from any obligation under this Contract. The acceptance by the State of the payment of concession rents following an assignment shall not constitute consent to that assignment or any other assignment, and the State's consent shall be evidenced only in writing.
- B. No Release. In no event shall the State's consent to an assignment or transfer be deemed to be a release of the Concessionaire as the primary obligor hereunder. Nor shall the acceptance of concession rents by the State constitute a release or waiver of the State's rights against the Concessionaire, or as a consent to any assignment or transfer, nor shall any other act of the State in accordance with this Article III. (Changes in Concessionaire).
- C. Other Liens Prohibited. The Concessionaire shall not commit or suffer any act or neglect whereby the Premises or any portion thereof, including any portion of the Mobile Food Truck Concession Area thereupon or therein, or the estate or interest of the Concessionaire in the same, at any time during the term of this Contract shall become subject to any attachment, lien, charge, or encumbrance whatsoever. The Concessionaire shall release, indemnify, defend, save and hold the State harmless, and if or when appropriate or necessary, insure the State and the State's officers, employees and agents from and against any and all attachments, liens, charges, and encumbrances, and any and all actions, suits, judgments, and orders relating thereto and any and all costs, fees, charges, expenses, and attorneys' fees resulting therefrom, it being expressly understood that the Concessionaire shall have no authority, express or implied, to create any attachment, lien, charge, or encumbrance upon or affecting the Premises, or any portion thereof, except as otherwise authorized in writing by the State under this Contract.

#### **ARTICLE IV. NO PARTNERSHIP**

It is expressly understood and agreed by and between the State and the Concessionaire, that the State shall in no way be nor for any purpose become or be construed to become a partner of the Concessionaire in the conduct of its Concession business, or otherwise, or a joint venture or a member of a joint enterprise with the Concessionaire and the State does not assume responsibility for the Concessionaire's conduct or performance under this Contract. The State and the Concessionaire acknowledge and agree that there are no third-party beneficiaries to this Contract.

#### **ARTICLE V. FORCE MAJEURE**

- A. **State's Obligations.** The State shall not be liable for any failure, delay, or interruption in performing its obligations hereunder due to causes or conditions beyond its control, including (but without limitation thereto) strikes, boycotts, picketing, slow-downs, work stoppages, or labor troubles of any other type, whether affecting the State or State's employees and agents.
- B. **State not Obligated to Supply Services.** The State shall not be obligated to supply any service or services, if and to the extent, and during any period, that the supplying of any such service or services, or the use of any component necessary therefor, shall be prohibited by any federal, state, or municipal law, rule, regulation, requirement, order, or direction, provided, however, that even if such prohibition does not expressly apply to the State, the State may choose to comply with such prohibition, in whole or in part, and in so choosing, the State shall not be obligated to supply any such service or services.
- C. **Fees Remain Payable.** Unless and only to the extent otherwise specified in this Contract, no abatement, diminution, or reduction of the rents, fees, or other charges payable by the Concessionaire shall be claimed by or allowed to the Concessionaire for any inconvenience, interruption, cessation, or loss of business or other loss caused, directly or indirectly, by any present or future laws, rules, requirements, orders, directions, ordinances, or regulations of the United States of America, or of the State of Hawaii, or any county or municipal governments, or of any other municipal, governmental, or lawful authority whatsoever, or by priorities, rationing, curtailment, or shortage of labor or materials, nor shall this Contract be affected by any such causes.

#### **ARTICLE VI. AUTHORITY**

If the Concessionaire signs as a corporation, a limited liability company, or a partnership, each of the persons executing this Contract on behalf of the Concessionaire does hereby covenant and warrant that the Concessionaire is a duly authorized and existing entity, that the Concessionaire has and is duly qualified to do business in Hawaii, that the Concessionaire has full right and authority to enter into this Contract, and that each and all of the persons signing on behalf of the Concessionaire are authorized to do so. Upon the State's request, the Concessionaire shall provide the State evidence reasonably satisfactory to the State confirming the foregoing representations and warranties.

#### **ARTICLE VII. CONSENTS**

If the State is required to be reasonable in granting or withholding consent or approval, but fails to do so, the Concessionaire's sole and exclusive remedy is to seek specific performance, and in no event will the State be liable for any monetary damages. All approvals by the State shall be in writing.

**ARTICLE VIII. COUNTERPARTS**

This Agreement may be executed in counterparts, each of which shall be deemed an original, and said counterparts shall together constitute one and the same document, binding all of the parties hereto not with standing all of the parties are not signatory to the original or the same counterpart. For all purposes, including, without limitation, recordation, filing and delivery of this Agreement, duplicate unexecuted pages of the counterparts may be discarded and the remaining pages assembled as one document.

**ARTICLE IX. GOVERNING LAW**

This Contract shall be governed by, interpreted and construed in accordance with the laws of the State of Hawaii. Any action arising out of this Contract will be filed and maintained in the Circuit Court of the First Circuit of the State of Hawaii.

**ARTICLE X. COMPLIANCE WITH LAWS**

The Concessionaire shall comply with all federal, state, and county laws, ordinances, codes, rules, and regulations, as the same may be amended from time to time, that in any way affect the Concessionaire's performance of this Contract.

**ARTICLE XI. SEVERABILITY**

In the event that any provision of this Contract is declared invalid or unenforceable by a court, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining terms of this Contract.

**ARTICLE XII. WAIVER**

The failure of the State to insist upon the strict compliance with any term, provision, or condition of this Contract shall not constitute or be deemed to constitute a waiver or relinquishment of the State's right to enforce the same in accordance with this Contract. The fact that the State specifically refers to one section of the Hawaii Revised Statutes and does not include provisions or statutory sections in the Contract shall not constitute a waiver or relinquishment of the State's rights or the Concessionaire's obligations under the statutes.

**ARTICLE XIII. ENTIRE CONTRACT**

This Contract sets forth all of the agreements, conditions, understandings, promises, warranties, and representations between the State and the Concessionaire relative to this Contract. This Contract supersedes all prior agreements, conditions, understandings, promises, warranties, and representations, which shall have no further force or effect. There are no agreements, conditions, understandings, promises, warranties, or representations, oral or written, express or implied, between the State and the Concessionaire other than as set forth or as referred to herein.

**ARTICLE XIV. CONFLICT OF INTEREST**

The Concessionaire represents that neither the Concessionaire, nor any employee or agent of the Concessionaire, presently has any interest, and promises that no such interest, direct or indirect, shall be acquired, that would or might conflict in any manner or degree with the Concessionaire's performance under this Contract.

**ARTICLE XV. TERMINATION FOR CAUSE**

In addition to any other remedies provided for by this Contract, if the State learns of a material breach of any provision of the Contract by Concessionaire, the State may at its sole discretion:

- (1) Provide an opportunity for the Concessionaire to cure the breach or end the violation; or
- (2) Immediately terminate this Contract.

**ARTICLE XVI. POLLUTION CONTROL**

If during the performance of this Contract, the Concessionaire encounters a “release” or a “threatened release” of a reportable quantity of a “hazardous substance,” “pollutant,” or “contaminant” as those terms are defined in section 128D-1, Hawaii Revised Statutes, the Concessionaire shall immediately notify the State and all other appropriate state, county, or federal agencies as required by law. The Concessionaire shall take all necessary actions, including stopping work, to avoid causing, contributing to, or making worse a release of a hazardous substance, pollutant, or contaminant, and shall promptly obey any orders the Environmental Protection Agency or the state Department of Health issues in response to the release. In the event there is an ensuing cease-work period, and the State determines that this Contract requires an adjustment of the time for performance, the Contract shall be modified in writing accordingly.

[REMAINDER OF PAGE IS BLANK]

**D.3. EXHIBIT “C” (Hawaii Revised Statutes – Chapter 102 Concessions on Public Property)**

**CHAPTER 102  
CONCESSIONS ON PUBLIC PROPERTY**

**Section**

- 102-1 Definition
- 102-2 Contracts for concessions; bid required, exception
- 102-3 Qualification of bidders
- 102-4 Advertisement for bids
- 102-5 Bids; opening; rejection
- 102-6 Deposits of legal tender, etc., to accompany bid
- 102-7 Forfeiture of deposits, return thereof
- 102-8 Bond may be substituted for deposits
- 102-9 Contracts to be in writing; highest responsible bidder
- 102-10 Modification of contract terms
- 102-11 Security for performance; conditions
- 102-12 Surety on bond; justification
- 102-13 Amendment of contracts, when authorized
- 102-14 Use of public buildings by blind or visually handicapped persons
- 102-15 Violation voids contract
- 102-16 Penalty

**Cross References**

Hawaii public procurement code, see chapter 103D.

**§102-1 Definition.** The word "concession" as used in this chapter means the grant to a person of the privilege to:

(1) Conduct operations involving the sale of goods, wares, merchandise, or services to the general public including but not limited to food and beverage establishments, retail stores, motor vehicle rental operations under chapter 437D, advertising, and communications and telecommunication services, in or on buildings or land under the jurisdiction of any government agency;

(2) Operate a parking lot on property owned or controlled by the State with the exception of buildings, facilities, and grounds operated by or otherwise under the jurisdiction of the department of education; and

**To receive a full copy of Hawai'i Revised Statues Chapter 102 Concessions on Public Property, click or copy and paste link: [https://www.capitol.hawaii.gov/hrscurrent/Vol102\\_Ch0046-0115/HRS0102/HRS\\_0102-.htm](https://www.capitol.hawaii.gov/hrscurrent/Vol102_Ch0046-0115/HRS0102/HRS_0102-.htm)**

D.4. EXHIBIT "D" HAWAII ADMINISTRATIVE RULES CHAPTER 11-50 (Table only)

DEPARTMENT OF HEALTH  
Amendment and Compilation of Chapter 11-50  
Hawaii Administrative Rules

SEP 1 2017

SUMMARY

1. §§11-50-2 to 11-50-4 are amended.
2. §§11-50-5 and 11-50-6 are repealed.
3. §§11-50-7 to 11-50-14 are amended.
4. §§11-50-20 to 11-50-22 are amended.
5. §§11-50-30 to 11-50-35 are amended.
6. §11-50-37 is amended.
7. §§11-50-46 and 11-50-47 are amended.
8. §§11-50-49 and 11-50-50 are amended.
9. §§11-50-60 and 11-50-61 are amended.
10. §11-50-62 is repealed.
11. §11-50-71 is amended.
12. §11-50-73 is amended.
13. §11-50-81 is amended.
14. Subchapter 8 and Subchapter 9 are repealed.
15. Chapter 50 is compiled.

3236 

HAWAII ADMINISTRATIVE RULES

TITLE 11

DEPARTMENT OF HEALTH

CHAPTER 50

FOOD SAFETY CODE

Subchapter 1 General Provisions

\$11-50-1	Purpose
\$11-50-2	Definitions
\$11-50-3	Permits, special events, homemade food products and hand pounded poi, and exemptions
\$11-50-4	Permit application, renewal, and HACCP plans
\$11-50-5	Repealed
\$11-50-6	Repealed
\$11-50-7	Fees
\$11-50-8	Inspection and correction of violations
\$11-50-9	Placarding
\$11-50-10	Embargo and detention
\$11-50-11	Prevention of foodborne disease transmission by employees
\$11-50-12	Permit suspension
\$11-50-13	Variations
\$11-50-14	Penalties and remedies
\$11-50-15	Severability
\$\$11-50-16 to 11-50-19	(Reserved)

Subchapter 2 Personnel

\$11-50-20	Supervision
\$11-50-21	Employee health
\$11-50-22	Personal cleanliness
\$11-50-23	Hygienic practices
\$\$11-50-24 to 11-50-29	(Reserved)

Subchapter 3 Food

\$11-50-30	Characteristics
------------	-----------------

50-1

3236 LHM

§11-50-31	Source, specifications for receiving, original containers and records
§11-50-32	Protection from contamination after receiving
§11-50-33	Destruction of organisms of public health concern
§11-50-34	Limitation of growth of organisms of public health concern
§11-50-35	Food identity, presentation, and on-premises labeling
§11-50-36	Contaminated food
§11-50-37	Special requirements for highly susceptible populations
§§11-50-38 to 11-50-44	(Reserved)

#### Subchapter 4 Equipment, Utensils, and Linens

§11-50-45	Materials for construction and repair
§11-50-46	Design and construction
§11-50-47	Numbers and capacities
§11-50-48	Location and installation
§11-50-49	Maintenance and operation
§11-50-50	Cleaning of equipment and utensils
§11-50-51	Sanitization of equipment and utensils
§11-50-52	Laundering
§11-50-53	Protection of clean items
§§11-50-54 to 11-50-59	(Reserved)

#### Subchapter 5 Water, Plumbing, and Waste

§11-50-60	Water
§11-50-61	Plumbing system
§11-50-62	Repealed
§11-50-63	Sewage, other liquid waste, and rainwater
§11-50-64	Refuse, recyclables, and returnables
§§11-50-65 to 11-50-69	(Reserved)

#### Subchapter 6 Physical Facilities

§11-50-70	Materials for construction and repair
§11-50-71	Design, construction, and installation
§11-50-72	Numbers and capacities
§11-50-73	Location and placement

§11-50-74 Maintenance and operation  
§§11-50-75 to 11-50-79 (Reserved)

Subchapter 7 Poisonous or Toxic Materials

§11-50-80 Labeling and identification  
§11-50-81 Operational supplies and applications  
§11-50-82 Stock and retail sale  
§§11-50-83 to 11-50-84 (Reserved)

Subchapter 8 Mobile Food Establishments - Repealed

§§11-50-85 to 11-50-94 Repealed

Subchapter 9 Temporary Food Establishments -  
Repealed

§§11-50-95 to 11-50-104 Repealed

Historical Note: Chapter 11-50, Hawaii Administrative  
Rules is based substantially on Chapter 11-12, Food  
Establishment Sanitation, Department of Health, State of  
Hawaii. [Eff 11/22/96; comp 3/15/99; comp 6/15/2007;  
R 2/24/14]

50-3

3236 [initials]

To receive a full copy of Hawai'i Administrative Rules 11-50 Food Safety Code, click or copy and  
paste link: <https://health.hawaii.gov/san/files/2017/09/HAR-11-50-amended-9.1.2017.pdf>

D.5. EXHIBIT “E” HAWAII COUNTY ORDINANCE NO. 1985 — BILL NO. 74 (2019)

COUNTY OF HAWAII



STATE OF HAWAII

BILL NO. 74  
(DRAFT 2)

ORDINANCE NO. 19 85

AN ORDINANCE AMENDING CHAPTER 20, ARTICLE 6, OF THE HAWAII COUNTY CODE 1983 (2016 EDITION, AS AMENDED), RELATING TO POLYSTYRENE FOAM FOOD CONTAINER AND FOOD SERVICE WARE REDUCTION.

BE IT ORDAINED BY THE COUNCIL OF THE COUNTY OF HAWAII:

SECTION 1. Chapter 20, article 6, division 1, section 20-60, of the Hawaii County Code 1983 (2016 Edition, as amended), is amended to read as follows:

**“Section 20-60. Findings and purpose.**

Solid waste that is nondegradable or nonrecyclable poses unique problems for an island in the middle of the Pacific Ocean. Disposal of such waste either takes up valuable air space in existing landfills or ends up as litter, sometimes in our marine environment.

Polystyrene foam, sometimes incorrectly referred to as “Styrofoam,” is neither degradable nor compostable. It is made from non-renewable fossil fuels and synthetic chemicals that can leach out over time into the environment, especially after contact with hot, greasy, or acidic foods. When discarded, polystyrene foam often breaks into tiny pieces, is mistaken for food and ingested by land and marine animals, including birds and fish. This is detrimental not only to wildlife but to other life forms in the food chain.

In view of the detrimental impacts of this substance in Hawaii County, it is the purpose of this article to: reduce the use of polystyrene foam food containers and food service ware by supermarkets and other vendors; eliminate the use of polystyrene foam for packaging prepared and unprepared food; and thereby promote the use of environmentally preferable alternatives.

Although foods packaged outside of the limits of Hawaii County are excluded from the provisions of this article, the purveyors of foods prepackaged outside of the limits of Hawaii County are encouraged to follow these provisions and thereby support the County’s policy goal to eliminate the use of polystyrene foam disposable food service ware.

Implementation of this ban will begin to maximize diversion of compostables, including compostable foodware, from the waste stream to be available as compost to farmers, landscapers, and residents once the County’s full-scale compost program is in place. [~~Accordingly, this ordinance is being implemented in tandem with the County’s full-scale compost program.~~]

Through these measures, it is the [~~Council’s~~] County’s intent to improve environmental quality on the island and in the neighboring marine environment. Reduction of the amount of nondegradable and nonrecyclable waste that enters the waste

stream is consistent with and furthers the goals and policies expressed in this County's general plan, integrated resource and solid waste management plan, and its adopted zero-waste policy, as well as promotes the health, safety, and welfare of the County and its residents."

**SECTION 2.** Chapter 20, article 6, division 1, section 20-6 of the Hawai'i County Code 1983 (2016 Edition, as amended), is amended by amending the definitions for "ASTM standard," "Compostable," "Disposable food service ware," "Prepared food," and "Recyclables" to read as follows:

"ASTM standard" means the standards of the American Society for Testing and Materials International Standards D6400 or D6868 for biodegradable and compostable paper and plastics."

"Compostable" means all materials in the product or package will break down, or otherwise become part of usable compost (e.g., soil-conditioning material, mulch) in an appropriate composting program or facility. Compostable disposable food service ware includes ASTM-standard paper and bio-plastics (plastic-like) products that are clearly labeled so that any compost collector and processor can easily distinguish the ASTM-standard compostable [plastic] material from non-ASTM standard compostable [plastic] material."

"Disposable food service ware" means disposable food containers that are commonly disposed of after a single use, that are used, or are intended to be used, to serve or transport prepared, ready-to-consume food or beverages. This includes, but is not limited to[,] cups, bowls, plates, or clamshell containers that are provided by a food vendor for takeout foods and beverages and/or leftovers from partially consumed meals:

- (1) Service ware for takeout foods and/or leftovers from partially consumed meals prepared by a food vendor, and
- (2) Containers that are intended for single use, such as cups, bowls, plates, trays, cartons, or containers that are hinged, lidded, or clamshell [.]

For the purpose of this article, "disposable food service ware" excludes straws, cup lids, utensils, [and] food-related bags and wrappers, packaging for unprepared food, and pre-packaged or pre-sealed items such as bread, cookies, milk, juice, snacks, candy, nuts, fruits, vegetables, or other items typically sold in a grocery store or a food manufacturer's retail location."

"Prepared food" means food or beverages, which are served, packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed, or otherwise prepared for consumption by a retail consumer on the premises of a retail food establishment, including, but not limited to, beverages, ready to eat, and takeout food. "Prepared food" does not include raw[,] eggs, butchered meats[,] fish and or poultry unless provided for consumption without further food preparation or heating. For example, sashimi and poke shall be considered to be prepared food. This also does not include pre-packaged or pre-sealed items such as breads, cookies, milk, juice, snacks, candy, nuts, fruits, vegetables, or other items typically sold in a grocery store or a food manufacturer's retail location."

““Recyclables” means material that has reached the end of its current use and [is] ~~may be~~ processed into material utilized in the production of new products. ~~[For the purpose of this article, recyclable materials will include only those types of plastic being accepted in the Hawai'i County Recycling program.]”~~

SECTION 3. Chapter 20, article 6, division 2, section 20-66, of the Hawai'i County Code 1983 (2016 Edition, as amended), is amended by amending subsection (a) to read as follows:

- (a) The following are exempt from the provisions of this article:
- (1) Foods packaged outside the limits of the County of Hawai'i;
  - (2) Coolers and ice chests that are intended for reuse; and
  - (3) Packaging for raw; meat; fish; poultry; seafood; and eggs that have not been further processed.”

SECTION 4. Material to be repealed is bracketed and stricken. New material is underscored. In printing this ordinance, the brackets, bracketed and stricken material, and underscoring need not be included.

SECTION 5. Severability. If any provision of this ordinance, or the application thereof to any person or circumstance, is held invalid, the invalidity does not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION 6. This ordinance shall take effect upon approval.

INTRODUCED BY:

  
KENTEL R. BROWN  
COUNCIL MEMBER, COUNTY OF HAWAII

           Hi lo           , Hawai'i  
Date of Introduction: June 19, 2019  
Date of 1st Reading: June 19, 2019  
Date of 2nd Reading: July 9, 2019  
Effective Date: July 19, 2019

REFERENCE Comm.            301.4

## SECTION E—INFORMATION, REQUIREMENTS, AND REFERENCES

### E.1. INFORMATION AND HYPERLINKS

#### **State Parks Seeks Qualified Mobile Food Truck Providers for Multiple Parks Statewide**

On August 12, 2022, item E-2, the Board of Land and Natural Resources authorized the Division of State Parks to solicit for MFT services in a variety of parks statewide, including:

- Maui:** Mākena Beach State Park (A & B locations), Wai‘ānapanapa State Park  
**Kaua‘i:** Waimea Canyon State Park (Waimea Canyon Lookout, snacks/beverages only), Koke‘e State Park (Kalalau Lookout, snacks/beverages only), Wailua River State Park, Hā‘ena State Park  
**O‘ahu:** Diamond Head State Monument, Ka‘ena Point State Park, Kaiwi State Scenic Shoreline, Nu‘uanu Pali State Wayside, Pu‘u ‘Ulaka‘a State Wayside, Sand Island State Recreation Area  
**Hawai‘i:** ‘Akaka Falls State Park, Wailuku River State Park, Wailoa River State Recreation Area, Hāpuna Beach State Recreation Area, Kekaha Kai State Park

#### *How do I start one?*

If you're interested in becoming a prospective bidder, you need to understand Hawaii's requirements.

Bidders must submit all required documents and qualify in order to bid. Three-year concession contracts will be offered to the highest and most responsible qualified bidder, by location. There will be prequalification's required of prospective bidders and a formal bid process.

#### **Other considerations for prospective bidders:**

- Generally, we will require 7 day/week operations, however some locations may be allowed to operate on a reduced schedule, in keeping with our desire to attract small businesses.
- Most, if not all locations will be offered only to the single, highest qualified bidder, to prevent clustering/crowding, and providing an exclusive right to provide food services in that location.
- Recognizing the sensitive natural and cultural settings within our parks, **environmentally friendly packaging, containers, and utensils** will be required at these locations, with severe restrictions on single-use plastic items. There will be a rubbish collection requirement as well.
- Winning vendors will be required to be a part of the park management team, providing park information, and reporting rules violations, etc.
- Please note that not all of these park locations will necessarily be offered, due to a variety of factors. Some offerings may be delayed due to park construction projects, etc.

#### **Food Safety Requirements:**

Food trucks must comply with food safety requirements. All Mobile Food Truck ("MFT") Concessionaires must have a valid Department of Health food establishment permit from their respective

District Health Offices' Food Safety Branch to place a bid or Application. Contact the Department of Health Food Safety Branch for requirements. In addition to the Food Establishment application, operators need to submit a plan review of their mobile unit, as well as documentation that they have access to a permitted support kitchen to conduct their food prep, clean up, grey water disposal, food/utensil storage, clean water source, etc.

The owner of the MFT must adhere to all provisions provided for in Hawaii Administrative Rules ("HAR") Title 11, Chapter 50, Food Safety Code, and ensure that the food establishment permit remains active for the life of the concession contract.

### **What you need to know on the Plasticware Ordinances for the County Hawai'i:**

You can find the latest updates on policies for plasticware ordinances for each county, as well as frequently asked questions (FAQs) with printable versions, on the links below.

1. *County of Hawai'i*
2. *Polystyrene Foam Food Container & Food Service Ware Reduction Ordinance – County of Hawai'i*
3. *Hawai'i County Code Ordinance: Chapter 20, Article 5 Polystyrene Foam Food Container and Food Service Ware Reduction.*

If you are interested in bidding on these opportunities, you may send an email of interest to Ms. Keiki, E. Kipapa at [earleen.k.kipapa@hawaii.gov](mailto:earleen.k.kipapa@hawaii.gov).

Formal announcements of the bid offerings will be posted on our State Parks website.

Mahalo for your interest in providing food service to our park visitors!

Please click on the hyperlinks here or above to direct you to the correct websites:

1. *District Health Offices' Food Safety Branch* by island
2. Application for Food Establishment Permit:
  - a. *Island of Hawai'i*
3. *Department of Health Food Safety Branch* statewide updates
4. *HAR Title 11, Chapter 50*
5. *County of Hawai'i Ordinance: Chapter 20, Article 5*
6. *How do I start one?*

## E.2. **MOBILE FOOD ESTABLISHMENTS: HOW DO I START ONE?**



### **Mobile Food Establishments: HOW DO I START ONE?**

A Mobile Food Establishment (Mobile FE) is a food establishment capable of being readily moved and operates in conjunction with a Support Kitchen. This includes, but is not limited to, trailer-type vehicles, lunchwagons, tour cruise boats, push carts and peddlers.

A passing inspection for the Mobile FE and Support Kitchen must be received from the Sanitation Branch before the Mobile FE can operate for business.

#### **Support Kitchen requirements:**

A Support Kitchen is required to have a current Food Establishment Permit and must be able to "support" the operation of the Mobile FE — this is determined by the inspector based on your business plan, menu, and the facilities of the proposed Support Kitchen. A Mobile FE may have more than one Support Kitchen. Private home kitchens are not allowed.

#### *Applications & Forms*

If the owner of the Mobile FE is not the owner of the Support Kitchen you must submit:

- ☐ "Application for Food Establishment Permit" & permit fee  
Permit fee is based on the operations conducted at the Support Kitchen.
- ☐ "Support Kitchen Use Agreement" form  
This form will detail operations conducted at the Support Kitchen and days & time of usage. This form requires the signature of the owner/agent of authority as consent to the use of their kitchen. If operation of a Mobile FE requires multiple Support Kitchens, an agreement form must be completed for each one. The form must be updated and submitted annually when the Food Establishment Permit for the Support Kitchen is renewed.

#### **Mobile FE requirements:**

#### *Applications & Supporting Documents*

- ☐ "Application for Food Establishment Permit", permit fee & menu  
Permit fee is based on the menu and food operations conducted on the Mobile FE.
- ☐ "Application for Plan Review", plan review fee & plans (floor layout)  
If a Mobile FE is to be built or purchased and was not previously approved by DOH, plans must be submitted. Plans do not have to be professionally made but must be drawn to scale. Top view & side view perspectives are required and should include placement of sink(s), equipment, pass-thru opening(s), etc. Push carts may need to provide additional information on equipment set-up and how the food and food contact surfaces will be protected. Upon approval of the plans, the Mobile FE can be constructed, purchased or set-up and prepared for inspection.



**Mobile FE requirements (continued) :**

*Equipment Details*

Sink(s):

A handwash sink is required when there is handling of open food. Water flow may be generated by gravity or an electric pump that allows both hands to be washed at the same time. Additional sink(s) and size of sink(s) will be determined based on the Mobile FE operation (food prep, warewashing, etc.). Mobile FE serving pre-packaged foods only does not require a sink.

Water tanks:

The potable water tank must be at least 5 gallons in capacity. The wastewater tank must be >15% in capacity than the potable water tank. Water tank capacity requirements will be based on the menu/ operations — more operations conducted on the Mobile FE will require more water. Water tanks must be of safe materials, durable, smooth, non-absorbent, and easily cleanable.

Food equipment:

Hot-holding units must maintain food temperature of  $\geq 135^{\circ}\text{F}$ .

Cold-holding units must maintain food temperature of  $\leq 41^{\circ}\text{F}$ .

Any equipment used for the operation of the Mobile FE must be physically attached to the unit. Serving tables, hibachis, coolers, and other equipment used for the Mobile FE food operation are not allowed to be set on the ground, outside Mobile FE. A trailer on wheels attached by a hitch to a Mobile FE may be allowed for cooking purposes only. All food handling must be conducted within the Mobile FE.

Pass-thru and openings:

Pass-thru window(s) are recommended to be no larger than 5 square feet and is required to have a closure that is able to be put into place when window is not in active use. If there are more than one pass-thru, it is recommended that they be spaced at least 2 feet apart. Openings must be screened and protected from entrance of vermin and pests.

Materials and surfaces:

All surfaces of the Mobile FE must be durable, smooth, non-absorbent, and easily cleanable.

.....  
**FAQ**

**Where can I find a Support Kitchen?**

Any food establishment with a current permit with DOH may be used as a Support Kitchen.

**Can I use my home kitchen as a Support Kitchen?** No.

**Where can I park and sell from my lunchwagon?**

Contact City & County at (808)768-4385. We issue a food establishment permit but all Mobile FEs must comply with regulations of other agencies.

**Can I cook outside of my lunchwagon?** No.

All equipment to be used for Mobile FE operation must be on-board unit or attached to unit.

If you have additional questions, please contact your local Sanitation Branch office:

Oahu (808)586-8000 • Hilo (808)933-0917 • Kona (808)322-1507 • Maui (808)984-8230 • Kauai (808)241-3323

### E.3. APPLICATION FOR FOOD ESTABLISHMENT PERMIT

SANITATION BRANCH  
 75-1020 HAUKAPIA STREET, ROOM 115, KEALAKEKUA, HI 96750  
 TELEPHONE NUMBER: (808) 322-1907 FAX: (808) 322-1378  
 www.health.hawaii.gov

STATE OF HAWAII  
 DEPARTMENT OF HEALTH

#### APPLICATION FOR FOOD ESTABLISHMENT PERMIT (Please type or print in blue or black ink)

<b>ESTABLISHMENT NAME (dba)</b>			
<b>ESTABLISHMENT LOCATION ADDRESS</b>			
STREET			
CITY		ZIP CODE	
<b>OWNER NAME (Corp., LLC, Partnership, Sole Owner, Other)</b>			
<b>EST. PHONE #:</b>		<b>OTHER PHONE #:</b>	
<b>MAILING ADDRESS (If different from establishment location address)</b>			
ATTN			
STREET			
CITY		STATE	ZIP CODE
<b>E-MAIL ADDRESS (Optional)</b>			
I UNDERSTAND THAT THE ISSUANCE OF THE FOOD ESTABLISHMENT PERMIT IS CONTINGENT UPON COMPLIANCE WITH THE REQUIREMENTS OF HAWAII ADMINSTRATIVE RULES, TITLE 11, CHAPTER 55, "FOOD SAFETY CODE," AND AFTER ISSUANCE THE PERMIT MAY BE SUSPENDED OR REVOKED FOR FAILURE TO COMPLY WITH THE PROVISIONS OF THIS CHAPTER.			
DATE		SIGNATURE OF OWNER/AGENT OF AUTHORITY	
PHONE # OF OWNER/AGENT OF AUTHORITY		PRINT NAME	TITLE
<b>(OFFICIAL USE ONLY)</b>	FEE AMOUNT: _____ (Non-Refundable)	ESTABLISHMENT TYPE NUMBER: _____	RISK CATEGORY: _____
Payable to: STATE OF HAWAII			
Submit application and fee to: SANITATION BRANCH 79-1015 HAUKAPIA ST. KEALAKEKUA, HI 96750			
THERE WILL BE A SERVICE FEE OF \$25.00 FOR ANY CHECKS HONORED BY THE BANK.			

#### SECTION BELOW FOR OFFICIAL DEPARTMENT OF HEALTH USE ONLY

FLOOR AREA (IN SQ FT)	TAX MAP KEY	ZONE	SECTION	PLAT	PARCEL
<b>DIRECT APPLICABLE OPERATIONS</b>					
1. RECEIVING		3. HOT STORAGE		5. TRANSPORTATION	
2. COOL STORAGE		4. THERMAL PROCESSING		6. COOLING	
				7. RE-HEATING	
				8. DISPLAY	
Fee Paid	Date Paid	Method of Payment		Receipt No.	Received By
APPROVED BY					
Date		Signature of Agent/Dept. of Health		San district	
PERMIT NO.:			EXPIRATION DATE:		
APPROVED	DATE	DEPT. OF HEALTH	PERMIT NO.	EXPIRATION DATE	OWNER

PERMIT FEES SCHEDULE

FOOD ESTABLISHMENT TYPE	s.f. <sup>2</sup> (size)	RISK CATEGORY	PERMIT FEE
Catering	-	1	\$400
Catering	-	2	\$300
Catering	-	3	\$200
Food Manufacturer - small	≤1,000	1	\$300
Food Manufacturer - small	≤1,000	2	\$200
Food Manufacturer - small	≤1,000	3	\$100
Food Manufacturer - large	>1,000	1	\$400
Food Manufacturer - large	>1,000	2	\$300
Food Manufacturer - large	>1,000	3	\$200
Food Warehouse - small	≤1,000	-	\$100
Food Warehouse - large	>1,000	-	\$300
Hotel Main Kitchen/Banquet/Convention	-	1	\$600
Hotel Main Kitchen/Banquet/Convention	-	2	\$500
High Risk Institutional Kitchens	-	1	\$400
Institutional Kitchens	-	1	\$400
Institutional Kitchens	-	2	\$300
Institutional Kitchens	-	3	\$100
Market - small	≤1,000	1	\$300
Market - small	≤1,000	2	\$200
Market - small	≤1,000	3	\$100
Market - large	>1,000	1	\$400
Market - large	>1,000	2	\$300
Market - large	>1,000	3	\$200
Mobile Establishment	-	1	\$300
Mobile Establishment	-	2	\$200
Mobile Establishment	-	3	\$100
Support Kitchen	-	1	\$300
Support Kitchen	-	2	\$200
Support Kitchen	-	3	\$100
Restaurant - small	≤1,000	1	\$300
Restaurant - small	≤1,000	2	\$200
Restaurant - small	≤1,000	3	\$100
Restaurant - large	>1,000	1	\$400
Restaurant - large	>1,000	2	\$300
Restaurant - large	>1,000	3	\$200
Service Area - limited food prep	-	-	\$100
Service Area - no food prep	-	-	\$50
Any Food Establishment used only to prepare or serve food to the homeless without compensation, consideration, or donation by the person or persons being served	-	1	\$0
Any Food Establishment used only to prepare or serve food to the homeless without compensation, consideration, or donation by the person or persons being served	-	2	\$0
Any Food Establishment used only to prepare or serve food to the homeless without compensation, consideration, or donation by the person or persons being served	-	3	\$0

**E.4. CONTACT INFORMATION**

**1. DEPARTMENT OF HEALTH – FOOD SAFETY BRANCH CONTACTS**

<p>Maui District Health Office                      54 S High Street, Room 310                      Wailuku, HI 96793                      Phone: (808)984-8230                      FAX: (808)984-8237</p>	<p>Hawaii District Health/Hilo                      1582 Kamehameha Avenue                      Hilo, HI 96720                      Phone: (808)933-0917                      FAX: (808)933-0400</p>	<p>Sanitation Branch/Kona                      Keakealani Building                      79-1020 Haukapila Street, Room 115,                      Kona, HI 96750                      Phone: (808)322-1507                      FAX: (808)323-1511</p>
<p>Kauai District Health Office                      3040 Umi Street                      Lihue, HI 96766                      Phone: (808)241-3323                      FAX: (808)241-3566</p>	<p>Honolulu Sanitation Branch                      99-945 Halawa Valley Street                      Aiea, HI 96701                      Phone: (808)586-8000                      FAX: (808)586-8040</p>	

**2. DEPARTMENT OF LAND AND NATURAL RESOURCES – DIVISION OF STATE PARKS CONTACTS**

**DSP Property Manager – Ms. E. Keiki Kipapa**

office: (808) 587-0505  
 cell: (808) 636-8497  
 email: [earleen.k.kipapa@hawaii.gov](mailto:earleen.k.kipapa@hawaii.gov)  
 address: DLNR, Division of State Parks  
 Kalanimoku Building  
 1151 Punchbowl Street, Room 310  
 Honolulu, HI 96813

**DSP District Superintendent (Hawai'i) – Ms. Luisa Castro**

office: (808) 961-9540  
 email: [luisa.m.castro@hawaii.gov](mailto:luisa.m.castro@hawaii.gov)  
 address: DLNR, Division of State Parks  
 Hawai'i District Office  
 75 Aupuni Street, Room 204  
 Hilo, HI 96720