

NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES

In accordance with section 103D-304, Hawaii Revised Statutes, the State of Hawaii, Department of Taxation, is seeking qualified professionals to provide services to the Tax Review Commission in the following specialty areas.

GS 0110 – Economist

The Tax Review Commission is formed every five years and is charged with conducting a systematic review of Hawaii's tax structure, using such standards as equity and efficiency. Although the current Commission is not yet fully constituted, the Department of Taxation is issuing this solicitation in anticipation of the Commission's needs in conducting new studies. Examples of studies that were conducted for past Commissions can be found on the Department's web site at http://www6.hawaii.gov/tax/a0_sitemap.htm. The report produced by the most recent Commission is available here: http://www6.hawaii.gov/tax/trc/docs2007/trc_rpt_2007intro.htm.

Those firms and individuals interested and capable of providing the professional services required and described above should submit the following information by June 30, 2011 at 9:00 am to:

Suzanne Eghan
Administrative Services Officer
Department of Taxation
830 Punchbowl Street #217
Honolulu, HI 96813

The following should be submitted (Please click on "More Info" and complete Letter of Interest, Statement of Qualifications and References forms. For fillable forms, please email Dale.S.Chang@hawaii.gov):

1. **Letter of Interest:** The Letter of Interest shall include the vendor's legal name; legal form (corporation, partnership, joint venture, sole proprietorship); state of incorporation, if applicable; business address; email address; telephone number; federal and state tax identification numbers; and hourly rate.
2. **Statement of Qualifications:** Include a description of your experience in quantitative analysis of tax data, understanding of Hawaii's taxes and background in the field of Public Finance.
3. **References -** Three (3) references that the Tax Review Commission may freely contact.

Submittals received after June 30, 2011 will be reviewed and selected as needed.

Facsimile transmissions will not be accepted.

GENERAL INFORMATION

Selection of professionals will be made in accordance with section 103D-304, Hawaii Revised Statutes and section 3-122-Subchapter 7, Hawaii Administrative Rules, as amended. The selection criteria employed shall include:

1. Experience and professional qualifications relevant to project type.
2. Past performance on projects of similar scope for public agencies or private industry including corrective actions and other responses to notices of deficiencies.
3. Capacity to accomplish the work in the required time.
4. Any other criteria as determined by the selection committee to be relevant or necessary.