



NATIVE HAWAIIAN ORGANIZATION 8(A) CERTIFIED BASED IN HONOLULU, HI

June 30, 2025

Kehaulani Costa, Administrator
Housing and Community Development
County of Hawai'i
1990 Kino'ole Street, Suite 102
Hilo, HI 96720

RE: Submittal for Professional Services – Kapule LLC

Aloha nō kāua,

Kapule LLC is pleased to submit our qualifications to provide professional services to the County of Hawai'i Office of Housing and Community Development for Fiscal Year 2026. We respectfully request consideration for any projects in the following discipline:

OH.1) Community Planning (Community Engagement, Strategic Planning)

OH.2) Community Planning (Environmental Assessment)

While Kapule LLC is a newer firm, our team brings decades of combined experience and specialized training in these service areas. We've consistently delivered high-quality results on time and within budget, and we are confident in our ability to contribute meaningfully to the County of Hawai'i's projects with the same level of professionalism and care.

Enclosed is our Statement of Qualifications with information about our firm. If you have any questions or require further details, please feel free to contact me using the information below:

Contact: Rachel Kapule, Vice President
Phone: (808) 594-7080
Email: rachel@kapulellc.com
Address: 3702 Pelu Pl, Honolulu, HI 96816

Thank you for your consideration.

A handwritten signature in black ink that reads "Rachel Kapule".

Rachel Kapule
Vice President

2025 STATEMENT OF QUALIFICATIONS



KAPULE LLC

A NATIVE HAWAIIAN ORGANIZATION

*Serving the Federal Government While Giving Back
to Our Native Hawaiian Communities*



C-CORPORATION

FEDERAL ID No. 85-1023552

Kapule LLC, founded in May 2021, is a **Native Hawaiian Organization (NHO) 8(a) certified** company specializing in federal construction and environmental consulting services. Over the past four years, we have successfully completed **more than 20 projects** across **Hawai'i, California, and Japan**, with contract values ranging in size from \$5,000 to \$113,000.

Our planning services include environmental assessments, GIS mapping, site planning and permitting, natural resource management, and community outreach and facilitation. As a fully Native Hawaiian team, we bring Hawaiian values into every aspect of our work. We take the time to truly understand a place and its people, always aiming to consult with the Hawaiian community first. In our planning process, we listen not just to the people, but also to the voices of the 'āina.

As an NHO, Kapule LLC is majority owned by the nonprofit arm of our business, Kapule Organization. A portion of our profits is reinvested into initiatives that directly **support the Native Hawaiian community** as well as our cousins across the Pacific. This unique structure allows us to do meaningful work on the ground while also uplifting the broader well-being of our lāhui.

KAPULE ORGANIZATION

The non-profit arm of our company, **Kapule Organization**, gives back to our Native Hawaiian community through our mission to “empower people and enhance organizations and communities in Hawai'i and beyond by strengthening their human capital sustainability.”

INITIATIVES

- **COVID-19 Relief Drive:** Kapule Org facilitated a COVID-19 relief drive providing school supplies to Leihoku Elementary, diapers for families in need, and laptops for students transitioning to remote learning.
- **Sailing in Maunaloa:** Kapule Org, in partnership with Huli, offers an ongoing program taking students on a traditional Hawaiian voyaging canoe through Maunaloa Bay.

Participants explore the ahupua'a system and learn about ancestral methods of resource management.

- **Rurutu Exchange Trip:** Kapule Org organized a two-week exchange trip for agricultural students from Rurutu to Hawai'i. The students were hosted by farmers across O'ahu and visited various schools with agricultural programs, fostering connections and exchanging knowledge to strengthen cultural and farming practices.

Top: Rurutu students working with Hawaiian kalo farmer, Danny Bishop, at his lo'i in Punalu'u.

Bottom: Rurutu high school group with their host farmers.



NICHOLAS KAPULE

President & Founder, Kapule LLC



EDUCATION

Bachelor of Arts in Economics

Pitzer College (May 2021)

PROFESSIONAL AFFILIATIONS

Native Hawaiian Organizations
Association (NHOA) Member

PROFESSIONAL SUMMARY

Experienced small business owner and contracting professional with over 6 years in the construction and federal contracting sectors. Founder and president of Kapule LLC, an SBA 8(a)-certified, NHO-owned firm specializing in construction and environmental consulting services for federal clients. Kapule LLC is majority-owned by Kapule Organization, a nonprofit dedicated to uplifting Native Hawaiian communities. Proven record managing government contracts, delivering high-quality work, and reinvesting business profits into culturally rooted educational and community programs.

WORK EXPERIENCE

Kapule LLC

President | May 2020 to Present

- Founded and operate Kapule LLC, an SBA 8(a) certified and NHO-owned small business focused on federal contracting.
- Led over 20 government projects involving FF&E, demolition, and flooring services, with contracts ranging from \$5K to \$113K.
- Oversaw labor compliance, subcontractor performance, safety, and quality assurance.
- Managed compliance with FAR, Davis-Bacon, and Section 889 regulations.
- Built and maintained relationships with federal contracting officers and teaming partners.

Kapule Organization

Founder | May 2020 to Present

Kapule Organization is the majority owner of Kapule LLC. Its mission is to reinvest business profits into initiatives that benefit the Native Hawaiian community. As founder, I oversee program design, fundraising, and strategic partnerships.

Selected Initiatives:

- **COVID Relief Drive:** Donated laptops to Native Hawaiian students to support the transition to remote learning during the pandemic.
- **Cultural Education:** Organize Hawaiian youth sailing experiences in Maunaloa Bay on a traditional Hawaiian sailing canoe.
- **International Agriculture Exchange:** Coordinated a knowledge exchange program between farmers in Hawai'i and high school agriculture students from Rurutu (French Polynesia), hosting them with local Hawaiian farmers.

SELECT PROJECTS

Ameresco – Pallet Racking Installation (In Progress)

- Joint Base Pearl Harbor-Hickam, Honolulu, HI · \$648K · Est. completion September 2025
- Installation of high-capacity pallet racking systems to support Joint Base Pearl Harbor-Hickam Code 500 Supply.

United States Marine Corps – Spacesaver Installation

- Fort Buckner, Okinawa, Japan · \$113K · 2024
- Delivered and installed secure Spacesaver storage systems to enhance operational organization for USMC at Fort Buckner, Okinawa.

Anduril – Demo, Flooring, Renovation

- Honolulu, HI · \$34K · 2025
- Performed demolition, flooring upgrades, and space renovation to modernize Anduril's Honolulu facility.



RACHEL KAPULE

*Cultural and Environmental
Management Specialist*



EDUCATION

Master's of Environmental Management

University of Hawai'i at Mānoa (May 2022)

Bachelor's Degree in Hawaiian Studies

University of Hawai'i at Mānoa (Dec 2019)

RELEVANT COURSEWORK

Field Mapping (2022); Indigenous Research Methodologies (2021); Statistics in Agriculture & Human Resources (2021); GIS for Resource Managers (2021); Botanical Conservation Collection (2021); Hawaiian Geography & Resource Management (2020); Marine Resources & Abundance (2019); Mālama 'Āina Field Methods (2019)

VOLUNTEER EXPERIENCE

Crew Member with the Polynesian Voyaging Society (2016 – 2018)

SELECT PROJECT EXPERIENCE

With Prior Firm, Townscape, Inc., 2022 – 2024

Kaiwi Coast Mauka Lands Management Plan (In Progress)

Contract Amount: \$158,000 | Client: Livable Maunaloa Hui

- Scheduled and coordinated stakeholder meetings, including preparation of agendas, handouts, and meeting summaries.
- Convened a core working group of diverse stakeholders and facilitated five working meetings to develop key components of the management plan.
- Consulted with subject matter experts in trail development, native species outplanting, and cultural resource management to inform plan recommendations.

Pololū Trailhead Management Plan ([View Plan](#))

Contract Amount: \$500,000 | Client: State of Hawai'i Division of Forestry and Wildlife (DOFAW)

- Conducted background research to understand the historical and cultural significance of the landscape.
- Facilitated and transcribed interviews with lineal descendants of Pololū and conducted community meetings with the broader Native Hawaiian community to identify issues and goals for the region.
- Coordinated and led meetings with federal, state, and county agencies to inform them on the planning process and gather input.
- Drafted and finalized the management plan incorporating community input and cultural values.

Puna Trail Stakeholder Action Plan ([View Plan](#))

Contract Amount: \$88,000 | Client: State of Hawai'i DOFAW

- Conducted talk stories with lineal descendants of Kea'au, cultural practitioners, fishers and gatherers, and neighboring landowners to understand the historic/cultural significance of the trail and its vicinity.
- Engaged students from Kamehameha Schools and Ke Kula 'o Nāwahīokalani'ōpu'u to address issues of vehicle use and overuse of the trail.
- Developed a comprehensive stakeholder action plan to address community concerns.

Department of Hawaiian Home Lands (DHHL) Kawaihae Regional Plan Update ([View Plan](#))

Contract Amount: \$60,000 | Client: State of Hawai'i DHHL

- Conducted background research on the cultural, natural resources, and historical significance of Kawaihae.
- Facilitated consultations with Native Hawaiian beneficiaries to identify key resources, issues, and priority projects for the Kawaihae ahupua'a.
- Consulted federal, state, and county agencies on existing and planned projects that may impact the region.
- Developed and finalized the Kawaihae Regional Plan Update.





PAST RECORD OF PERFORMANCE

At Kapule LLC, we strive to create plans that truly encompass an area. You can't just look within the four walls of a project boundary; what happens up mauka affects what makai. Our approach always considers the broader landscape, both ecological and cultural, and we aim to develop plans that are not only thoughtful, but also actionable. We don't want our work to sit on a shelf; we want to see it implemented and making a real impact.

Community is at the heart of how we work. We take the time to consult with the people who live in and care for these places, and our team is experienced in running a wide range of engagement formats, from large public meetings with close to 100 participants, to focused working groups, small group sessions, and one-on-one talk stories. We've also successfully facilitated remote meetings to ensure broad participation.

We take pride in completing all our projects on time and within budget. Through regular in-house reviews and monthly project check-ins, we maintain quality and stay on track. We also conduct monthly budget reviews to make sure we're hitting our targets and managing funds responsibly. Our team works efficiently and can meet tight deadlines without compromising on quality.

Kapule LLC has the capacity to manage multiple projects at once and can scale quickly with the support of trusted independent contractors. This flexibility allows us to take on a range of work while maintaining the personal attention and cultural care that our clients have come to rely on.

RANGE OF PROFESSIONAL FEES

Principal	\$125 - \$140 per hour
Staff	\$65 - \$85 per hour

CONTACT

Nick Kapule, President & Founder

808-594-7081

nick@kapulellc.com

www.kapulellc.com



NATIVE HAWAIIAN ORGANIZATION 8(A) CERTIFIED BASED IN HONOLULU, HI

CLIENT REFERENCES

Stephan Edwards

The Systemcenter, Inc.
808-306-0437

Bob Egbert

The Systemcenter, Inc.
808-348-1679

Jason Vikrus

Ameresco
808-494-6990

EJ Durpan

HiQualityConstruction
808-745-4533

Tony Abril

Grainger
808-282-8958

County of Hawai'i

PROFESSIONAL SERVICE PROVIDER QUALIFICATIONS

PART I - SPECIFIC QUALIFICATIONS

A. SERVICE CATEGORY INFORMATION

2. PUBLIC NOTICE DATE

3. SERVICE CATEGORY(IES)
PLANNING

B. POINT OF CONTACT

4. NAME AND TITLE

Rachel Kapule, Vice President

5. NAME OF FIRM

Kapule LLC

6. TELEPHONE NUMBER

808-594-7080

7. FAX NUMBER

8. E-MAIL ADDRESS

rachel@kapulellc.com

County of Hawai'i

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS SERVICE CATEGORY

(Complete one Section E for each key person.)

12. NAME Rachel Kapule	13. ROLE IN SERVICE CATEGORY Cultural and Environmental Management Specialist	14. YEARS EXPERIENCE	
		a. TOTAL 9	b. WITH CURRENT FIRM 1

15. FIRM NAME AND LOCATION (City and State) Kapule LLC, Honolulu, HI
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16. EDUCATION (DEGREE AND SPECIALIZATION) BA in Hawaiian Studies; Master's in Natural Resources and Environmental Management	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) American Planning Association; Native Hawaiian Organizations Association
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18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Relevant Coursework: Hawaiian Language, Field Mapping, Indigenous Research Methodologies, Statistics in Agriculture & Human Resources, GIS for Resource Managers, Botanical Conservation Collection, Hawaiian Geography & Resource Management, Marine Resources & Abundance, and Mālama 'Āina Field Methods.

Language: Proficient in Hawaiian language

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	Kaiwi Coast Mauka Lands Management Plan (Honolulu, O'ahu, HI)	PROFESSIONAL SERVICES Current	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager and Lead Planner for the development of a management plan for Livable Maunaloa Hui's 182-acre Kaiwi Coast Mauka Lands. Responsibilities included facilitating core working group sessions and meetings with stakeholders and government agencies to shape strategies for cultural resource protection, native ecosystem restoration, trail establishment, and managed public access. Contract value: \$158,000.		
b.	Kumano I Ke Ala Master Plan for Pe'ekaua'i (Waimea, Kaua'i, HI)	PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager and Lead Planner for the development of a Master Plan for Kumano I Ke Ala's 11-acre Pe'ekaua'i property. Responsibilities included conducting background research on land use regulations, zoning, topography, soils, sea level rise, and cultural resources; facilitating design charrettes with farm staff; preparing mapping and graphics; producing the final master plan and report; and coordinating site planning with civil engineers. Contract value: \$72,000.		
c.	Kawaihae Regional Plan Update (Kawaihae, Hawai'i, HI)	PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager and Lead Planner for the Department of Hawaiian Home Lands' (DHHL) Kawaihae Regional Plan Update. Scope of work included researching demographic data, land use, ownership, infrastructure, and project funding sources; coordinating outreach with government agencies and regional organizations; facilitating beneficiary consultation meetings, including preparing agendas, materials, and presentations; and drafting the updated Regional Plan. Contract value: \$60,000.		

County of Hawai'i

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
<p>Puna Historic Trail Stakeholder Action Plan (Puna, Hawai'i, HI)</p>	PROFESSIONAL SERVICES 2024	CONSTRUCTION <i>(If applicable)</i> N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm		
<p>d. Project Manager and Lead Planner for the development of a Stakeholder Action Plan for the 2.9-mile historic Puna Trail. Responsibilities included conducting talk story sessions and agency consultations to document the cultural significance of the Puna Trail, leading five community engagement activities to address trail overuse and identify priorities, developing the Draft and Final Stakeholder Action Plan, and coordinating with the client to select an initial action item for implementation. Contract value: \$88,630.</p>		
(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
<p>Diamond Head State Monument Site Improvement, Phase 1 Special Management Area Use Permit (Honolulu, O'ahu, HI)</p>	PROFESSIONAL SERVICES 2023	CONSTRUCTION <i>(If applicable)</i> N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm		
<p>e. Project Manager and Lead Planner for the Special Management Area (SMA) Minor Use Permit for proposed park improvements at Diamond Head State Monument. Responsibilities included preparing the SMA application, coordinating with engineers and government agencies, addressing agency comments, and evaluating potential environmental impacts and mitigation measures to ensure compliance with coastal zone management requirements. Contract value: \$43,320.</p>		

County of Hawai'i

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE FIRM'S QUALIFICATIONS FOR THIS SERVICE CATEGORY

(Present no more than 10 projects, with emphasis on previous City projects. Complete one Section F for each project.)

21. TITLE AND LOCATION <i>(City and State)</i> Kaiwi Coast Mauka Lands Management Plan (Honolulu, O'ahu, HI)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Current	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Livable Maunalua Hui	b. POINT OF CONTACT NAME Elizabeth Reilly	c. POINT OF CONTACT TELEPHONE NUMBER 808-864-8081
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS SERVICE CATEGORY *(Include scope, size, and cost)*

Note: Project completed while employed at Townscape, Inc.

Project Manager and Lead Planner for the development of a management plan for Livable Maunalua Hui's 182-acre Kaiwi Coast Mauka Lands. Scope included cultural and archaeological resource management (GS-0193), physical and environmental planning (GS-0020 a. and c.), conservation management planning (GS-0020 h.), and preparation of mapping and graphic materials (GS-0020 i.). Work involved facilitating stakeholder and agency meetings; assessing cultural, archaeological, and natural resources; developing strategies for resource protection, native ecosystem restoration, and managed public access; and producing the final management plan and graphics. Contract value: \$158,000.



25. FIRMS INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Townscape, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Honolulu, HI	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

County of Hawai'i

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE FIRM'S QUALIFICATIONS FOR THIS SERVICE CATEGORY

(Present no more than 10 projects, with emphasis on previous City projects. Complete one Section F for each project.)

21. TITLE AND LOCATION <i>(City and State)</i> Kumano I Ke Ala Master Plan for Pe'ekaua'i (Waimea, Kaua'i, HI)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2024	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Kumano I Ke Ala	b. POINT OF CONTACT NAME Davis Price	c. POINT OF CONTACT TELEPHONE NUMBER 808-954-5569
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS SERVICE CATEGORY *(Include scope, size, and cost)*

Note: Project completed while employed at Townscape, Inc.

Project Manager and Lead Planner for the development of a Master Plan for Kumano I Ke Ala's 11-acre Pe'ekaua'i property. Scope included physical and environmental planning (GS-0020 a. and c.), conservation management planning (GS-0020 h.), and preparation of mapping and graphic materials (GS-0020 i.). Responsibilities included conducting background research on land use regulations, zoning, topography, soils, sea level rise, and cultural resources; facilitating design charrettes with farm staff; preparing site maps and conceptual graphics; coordinating with civil engineers; and producing the final master plan and report. Contract value: \$72,000.



25. FIRMS INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Townscape, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Honolulu, HI	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

County of Hawai'i

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE FIRM'S QUALIFICATIONS FOR THIS SERVICE CATEGORY

(Present no more than 10 projects, with emphasis on previous City projects. Complete one Section F for each project.)

21. TITLE AND LOCATION <i>(City and State)</i>	22. YEAR COMPLETED	
Kawaihae Regional Plan Update (Kawaihae, Hawai'i, HI)	PROFESSIONAL SERVICES 2024	CONSTRUCTION <i>(If applicable)</i>

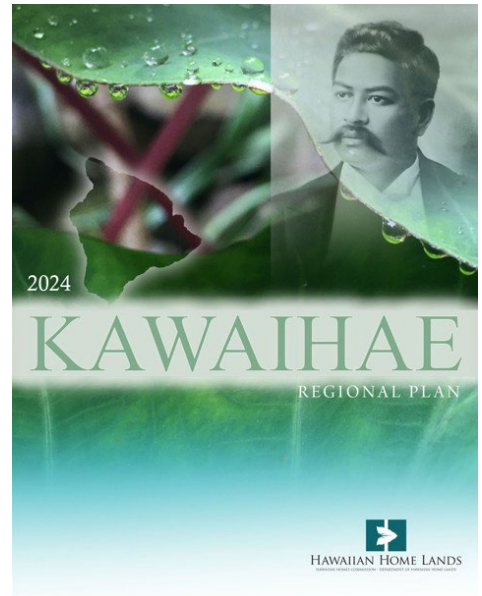
23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER DHHL	b. POINT OF CONTACT NAME Lillie Makaila	c. POINT OF CONTACT TELEPHONE NUMBER 808-730-0352
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS SERVICE CATEGORY *(Include scope, size, and cost)*

Note: Project completed while employed at Townscape, Inc.

Project Manager and Lead Planner for the Department of Hawaiian Home Lands' (DHHL) Kawaihae Regional Plan Update. Scope included community and physical planning (GS-0020 a.), environmental planning (GS-0020 c.), and preparation of mapping and graphic materials (GS-0020 i.). Responsibilities included researching demographic trends, land use, ownership, infrastructure, and project funding sources; coordinating outreach with government agencies and regional organizations; facilitating beneficiary consultation meetings, including developing agendas, materials, and presentations; preparing mapping and graphics; and drafting and finalizing the updated Regional Plan. Contract value: \$60,000.



25. FIRMS INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
	Townscape, Inc.	Honolulu, HI	Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

County of Hawai'i

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE FIRM'S QUALIFICATIONS FOR THIS SERVICE CATEGORY

(Present no more than 10 projects, with emphasis on previous City projects. Complete one Section F for each project.)

21. TITLE AND LOCATION <i>(City and State)</i>	22. YEAR COMPLETED	
Puna Historic Trail Stakeholder Action Plan (Puna, Hawai'i, HI)	PROFESSIONAL SERVICES 2024	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER State of Hawai'i DLNR	b. POINT OF CONTACT NAME Jackson Bauer	c. POINT OF CONTACT TELEPHONE NUMBER 808-657-8041
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS SERVICE CATEGORY *(Include scope, size, and cost)*

Note: Project completed while employed at Townscape, Inc.

Project Manager and Lead Planner for the development of a Stakeholder Action Plan for the 2.9-mile historic Puna Trail. Scope included cultural and archaeological resource management (GS-0193), community and environmental planning (GS-0020 a. and c.), and preparation of outreach and graphic materials (GS-0020 i.). Responsibilities included conducting talk story sessions with lineal descendants, cultural practitioners, and neighboring landowners; consulting with government agencies on resilience efforts; and leading five community engagement activities, including hosting an informational booth at the Revitalize Puna event, class visit with 4th graders at Kamehameha Schools, site visit and educational workshops with 11th graders at Nāwahī Charter School, and coordinating for Honuaiekea with the Edith Kanaka'ole Foundation. Developed outreach and educational materials for all events, prepared the Draft and Final Stakeholder Action Plan, and worked with the client to select an initial priority action for implementation. Contract value: \$88,630.



25. FIRMS INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Townscape, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Honolulu, HI	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

County of Hawai'i

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN EXAMPLE PROJECT	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Rachel Kapule	Project Manager	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rachel Kapule	Lead Planner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Kaiwi Coast Mauka Lands Management Plan	6	
2	Kumano I Ke Ala Master Plan for Pe'ekaua'i	7	
3	Kawaihae Regional Plan Update	8	
4	Puna Historic Trail Stakeholder Action Plan	9	
5		10	

County of Hawai'i

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION AT YOUR DISCRETION. ATTACH ADDITIONAL SHEETS AS NEEDED

Kapule LLC, founded in May 2021, is a **Native Hawaiian Organization (NHO) 8(a) certified** company specializing in federal construction services. Over the past four years, we have successfully completed more than 20 projects across Hawai'i, California, and Japan, with contract values ranging in size from \$5,000 to \$113,000.

In 2025, the firm expanded its capabilities to include environmental and community planning services under the leadership of Rachel Kapule, Principal Planner. While the firm itself is newly offering these services, Rachel Kapule brings over nine years of direct experience in community planning and environmental consulting/management, having led numerous projects across Hawai'i at her previous firm. Prior to her role as a planner, Rachel spent six years as a farm manager for a non-profit organization, hosting 4,000+ volunteers and producing over 30,000 lbs of food each year. She brings direct, hands-on experience in land stewardship, through managing water flow, soil health, and environmental systems, as well as engaging the community, which informs her grounded, practical approach to planning.

Kapule LLC's planning services include environmental assessments, GIS mapping, site planning and permitting, cultural and natural resource management, graphic design, and community outreach and facilitation. As a fully Native Hawaiian team, we bring Hawaiian values into every aspect of our work. We take the time to truly understand a place and its people, always aiming to consult with the Hawaiian community first. In our planning process, we listen not just to the people, but also to the voices of the 'āina.

As an NHO, Kapule LLC is majority owned by the nonprofit arm of our business, Kapule Organization. A portion of our profits is reinvested into initiatives that directly support the Native Hawaiian community as well as our cousins across the Pacific. This unique structure allows us to do meaningful work on the ground while also uplifting the broader well-being of our lāhui.

Kapule Organization Initiatives:

- **COVID-19 Relief Drive:** Kapule Org facilitated a COVID-19 relief drive providing school supplies to Leihoku Elementary, diapers for families in need, and laptops for students transitioning to remote learning.
- **Sailing in Maunalua:** Kapule Org, in partnership with Huli, offers an ongoing program taking students on a traditional Hawaiian voyaging canoe through Maunalua Bay. Participants explore the ahupua'a system and learn about ancestral methods of resource management.
- **Rurutu Exchange Trip:** Kapule Org organized a two-week exchange trip for agricultural students from Rurutu to Hawai'i. The students were hosted by farmers across O'ahu and visited various schools with agricultural programs, fostering connections and exchanging knowledge to strengthen cultural and farming practices.

County of Hawai'i

Past Record of Performance:

At Kapule LLC, we strive to create plans that truly encompass an area. You can't just look within the four walls of a project boundary; what happens up mauka affects what makai. Our approach always considers the broader landscape, both ecological and cultural, and we aim to develop plans that are not only thoughtful, but also actionable. We don't want our work to sit on a shelf; we want to see it implemented and making a real impact.


Community is at the heart of how we work. We take the time to consult with the people who live in and care for these places, and our team is experienced in running a wide range of engagement formats, from large public meetings with close to 100 participants, to focused working groups, small group sessions, and one-on-one talk stories. We've also successfully facilitated remote meetings to ensure broad participation.

We take pride in completing all our projects on time and within budget. Through regular in-house reviews and monthly project check-ins, we maintain quality and stay on track. We also conduct monthly budget reviews to make sure we're hitting our targets and managing funds responsibly. Our team works efficiently and can meet tight deadlines without compromising on quality.

Kapule LLC has the capacity to manage multiple projects at once and can scale quickly with the support of trusted independent contractors. This flexibility allows us to take on a range of work while maintaining the personal attention and cultural care that our clients have come to rely on.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE 	32. DATE June 19, 2025
33. NAME AND TITLE Rachel Kapule, Vice President	

County of Hawai'i

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

1. SERVICE CATEGORY(IES) OF INTEREST PLANNING			
2a. FIRM (OR BRANCH OFFICE) NAME Kapule LLC		3. YEAR ESTABLISHED 2021	
2b. STREET 3702 Pelu PI		5. OWNERSHIP a. TYPE C-Corporation	
2c. CITY Honolulu	2d. STATE HI	2e. ZIP CODE 96816	7. NAME OF FIRM <i>(If block 2a is a branch office)</i>
6a. POINT OF CONTACT NAME AND TITLE Rachel Kapule, Vice President			
6b. TELEPHONE NUMBER 808-594-7080	6c. E-MAIL ADDRESS rachel@kapulellc.com		
8a. FORMER FIRM NAME(S) <i>(If any)</i> N/A			8b. YR. ESTABLISHED

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number <i>(see below)</i>
		(1) Firm	(2) Branch			
16	Construction Manager	1		R06	Rehabilitation	2
24	Environmental Scientist	1		O01	Office Buildings	2
29	GIS Specialist	1				
47	Planner: Urban/Regional	1				
48	Project Manager	2				
	Other Employees					
	Total					

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i>	PROFESSIONAL SERVICES REVENUE INDEX NUMBER								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>a. City Work (including BWS and HART)</td> <td style="text-align: center;">0</td> </tr> <tr> <td>b. Non-City Work</td> <td style="text-align: center;">3</td> </tr> <tr> <td>c. Total Work</td> <td style="text-align: center;">3</td> </tr> </table>	a. City Work (including BWS and HART)	0	b. Non-City Work	3	c. Total Work	3	<table style="width: 100%;"> <tr> <td style="width: 50%;"> 1. Less than \$100,000 2. \$100,00 to less than \$250,000 3. \$250,000 to less than \$500,000 4. \$500,000 to less than \$1 million 5. \$1 million to less than \$2 million </td> <td style="width: 50%;"> 6. \$2 million to less than \$5 million 7. \$5 million to less than \$10 million 8. \$10 million to less than \$25 million 9. \$25 million to less than \$50 million 10. \$50 million or greater </td> </tr> </table>	1. Less than \$100,000 2. \$100,00 to less than \$250,000 3. \$250,000 to less than \$500,000 4. \$500,000 to less than \$1 million 5. \$1 million to less than \$2 million	6. \$2 million to less than \$5 million 7. \$5 million to less than \$10 million 8. \$10 million to less than \$25 million 9. \$25 million to less than \$50 million 10. \$50 million or greater
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b. Non-City Work	3								
c. Total Work	3								
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12. AUTHORIZED REPRESENTATIVE	
The foregoing is a statement of facts.	
a. SIGNATURE	b. DATE June 19, 2025
c. NAME AND TITLE Rachel Kapule, Vice President	