

**STATE OF HAWAII
DEPARTMENT OF DEFENSE
ENGINEERING OFFICE**

**SFY21 ANNUAL NOTICE OF PROFESSIONAL SERVICES FOR
CAPITAL IMPROVEMENT AND OTHER MISCELLANEOUS PROJECTS**

NOTICE TO PROSPECTIVE PROFESSIONAL CONSULTANTS

The State of Hawaii, Department of Defense, Engineering Office, is seeking qualified professional firms to provide professional services in the following disciplines for Fiscal Year 2021 Capital Improvement Projects (CIP) and other projects. CIP projects are subject to legislative budget approval. Categories listed below include, but are not limited to planning, design and development of construction documents, construction management, field investigations, and other related services. Categories being sought are:

1. ARCHITECTURE (GS-0808 – ARCHITECTURE)
 - a. Historical Architecture
 1. Historic American Building Surveys
2. LANDSCAPE ARCHITECTURE (GS-0807 – LANDSCAPE ARCHITECTURE)
3. ENGINEERING (Design and Construction Management Services)
 - a. Civil Engineering (GS-0810 – CIVIL ENGINEERING)
 - b. Mechanical Engineering (GS-0830 – MECHANICAL ENGINEERING)
 - c. Electrical Engineering (GS-0850 – ELECTRICAL ENGINEERING)
 - d. Structural Engineering (HRS-464 – STRUCTURAL ENGINEERING & GS-810 CIVIL ENGINEERING)
4. ENVIRONMENTAL ENGINEERING / ENVIRONMENTAL SERVICES & ENVIRONMENTAL CONSERVATION (GS-0819 – ENVIRONMENTAL ENGINEERING)
 - a. Air & Water quality & ground water monitoring studies including sampling, testing, and modeling
 - b. Environmental Planning – Phase 1 & 2 Site Assessments and other Environmental Investigations
 - c. Hazardous Materials Investigation, Testing and Abatement; Facility Closure and Clean-Up – dust, mold, heavy metals, asbestos, contaminated soil mitigation, etc.
 - d. Spill Prevention, Control, and Countermeasures (SPCC) Plans (P.E. License required)
 - e. Cultural/Natural Resources-Historic Context Studies
 - f. Environmental Compliance and Management Services, (e.g. permit compliance, management plan preparation, inspections, audits, etc.)
5. LAND SURVEYING (GS-1373 – LAND SURVEYING)
6. COMMUNITY PLANNING (GS-020 – COMMUNITY PLANNING)
7. OTHER ARCHITECTURE / GENERAL ENGINEERING SERVICES (GS-801 GENERAL ENGINEERING)
 - a. Project Management
 - b. Construction Management
 - c. LEED Consultant
 - d. Energy Audits, Cx & Retro Commissions Services

e. Geotechnical Engineering

Consultants interested in providing professional services must submit only the original of the following items to the State of Hawaii, Department of Defense, Contracting and Engineering Office, 3949 Diamond Head Road, Building 306A, Room 228, Honolulu, Hawaii 96816-4495, prior to 4:30 p.m. on April 15, 2020.

1. Letter of interest indicating the categories that the firm is interested and qualified to provide professional services. Firms shall indicate the category of service for which they want to be considered in their letter of interest. Firms that want to be considered for more than one category of service shall indicate all such categories in their letter of interest. Firms may be considered for categories not listed in the letter of interest. Firms should list all office locations.
2. Interested individuals or firms should submit a completed Federal Standard Form (SF) 330, or a CIP DPW form 120.
3. Statement of Qualifications (SOQ) or executive summary for each project category requested highlighting the firm's qualifications, expertise and experience.
4. The names and phone numbers of up to five (5) clients who may be contacted including a minimum of two (2) for whom services were rendered during the preceding year.
5. Statement indicating any conflicts of interest in performing services for DOD and/or the State of Hawaii. List membership on State boards, commissions, etc. For additional information, please refer to the State Ethics code, Chapter 84, Hawaii Revised Statutes, or go to the Hawaii State Ethics Commission Web site at <http://hawaii.gov/ethics/>.
6. Firms interested in construction management, must provide the name, experience and qualifications (training courses, certifications, etc.) of the proposed project/construction/program manager.
7. Any relevant information on the firm's 1) experience, 2) expertise, and 3) past performance including, but not limited to quality of work, cost control and ability to meet schedules may be submitted.
8. Firms wanting to be qualified under the "OTHER ARCHITECTURE / GENERAL ENGINEERING" Category must have a Hawaii Licensed Architect and/or Engineer on Staff.

Incomplete Submittals: Submittals received by the due date, but with missing or deficient items will be considered "incomplete." Applicants will be notified of the deficiencies and will have five (5) working days from the notification date to submit all the required items or their submittal will be considered "late."

Late Submittals: Submittals received after the above due date will be considered “late.” Qualified applicants may be considered for projects for the balance of the fiscal year after a qualification period of up to ninety (90) calendar days.

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 in descending order of importance shall be:

1. Experience and professional qualifications relevant to the project type. Note that qualifications may include accreditation, such as LEED, for applicable projects.
2. Past performance on projects or similar scope for public agencies or private industry.
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.

The PDF file of the form SF 330 can be electronically accessed on the GSA website at: <http://www.gsa.gov/portal/forms/type/TOP>

The CIP DPW Form 120 can be accessed on the State website at: <http://pwd.hawaii.gov/>

A Hawaii State license is required for architecture, engineering, landscape architecture and surveying. Planning firms must have the necessary education, training and experience. Project management and construction management firms must have a Hawaii licensed architect or engineer on staff. Federal EPA and State Department of Health accreditation and training are required for projects involving the removal of asbestos-containing materials (ACM), lead-containing paints (LCP), underground storage tanks (UST), and other hazardous materials.

Kenneth S. Hara
Major General
Adjutant General
Posted on: March 18, 2020