

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

**SFY23 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 2023 Capital Improvement Program (CIP) Projects 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. Basic architectural services include schematic design phase, design development phase, construction development phase, and construction phase services
  - b. Supplemental services include but not limited to programming, preliminary designs, existing facility surveys, site evaluation and planning, interior design, historic preservation, etc.
  - c. Major and minor building alterations, repairs, and improvements
  - d. Historical architecture services
    - i. Historic American Building Surveys (HABS)
    - ii. Historic American Engineering Record (HAER)
    - iii. National Register of Historic Places (NRHP) Eligibility Evaluations
  
2. LANDSCAPE ARCHITECTURE (GS-0807 – Landscape Architecture)
  - a. Landscape design
  - b. Historic American Landscape Survey (HALS)
  
3. ENGINEERING (Design and Construction Management Services)
  - a. Fire Protection Engineering (GS-0804 – Fire Protection Engineering)
  - b. Civil Engineering (GS-0810 – Civil Engineering)
  - c. Mechanical Engineering (GS-0830 – Mechanical Engineering)
  - d. Electrical Engineering (GS-0850 – Electrical Engineering)
  - e. Structural Engineering (HRS-464 – Structural Engineering & GS-810 Civil Engineering)
  
4. ENVIRONMENTAL ENGINEERING / ENVIRONMENTAL SERVICES & ENVIRONMENTAL CONSERVATION (GS-0819 – Environmental Engineering),

(GS-0401 – Natural Resource Management and Biological Sciences), and  
(GS-1301 – General Physical Sciences)

- a. Air quality monitoring studies including sampling, testing, and modeling
- b. Environmental planning and due diligence – Environmental Condition of Property (ECOP)/Phase I & II Environmental Site Assessment (ESA), and other environmental and construction investigations, and National Environmental Policy Act (NEPA) and Hawaii Environmental Policy Act (HEPA) (HRS 343) environmental impact documentation.
- c. Hazardous materials/substances investigation, testing and abatement; Facility closure and installation restoration/site clean-up – e.g., asbestos, Polychlorinated Biphenyls (PCBs), mold, heavy metals, and contaminated media (groundwater, soil, and sediment) investigation, characterization, and mitigation, etc.
- d. Spill Prevention, Control, and Countermeasures (SPCC) Plans (P.E. License required)
- e. Cultural resources – Archaeological services (e.g., surveys, monitoring, plan preparation, and Section 106 and HRS 6E compliance)
- f. Natural resources – Planning level surveys and wetland delineation
- g. Environmental compliance and management services, (e.g., permit compliance, environmental compliance management plan preparation, inspections, audits, etc.)
- h. Water quality – Storm water & groundwater monitoring studies including sampling, testing, and modeling for National Pollutant Discharge Elimination System (NPDES) permit and Underground Injection Control well (UIC) permit compliance
- i. Solid & hazardous waste management plans and studies

5. LAND SURVEYING (GS-1373 – Land Surveying)

6. COMMUNITY PLANNING (GS-020 – Community Planning)/Installation Master Planning

- a. Real Property Planning & Analysis System (RPLANS) - requirements analysis and database edit
- b. Installation development plan/master plan
- c. Real property development plan
- d. Master site/infrastructures development plan – roadways, site utilities, drainage, and buildings
- e. Military Construction (MILCON)/Unfunded Minor Military Construction (UMMC)/Critical Unfunded Facility Requirement (CUFR) – 1390/91 conceptualization and support services
- f. Information System Cost Estimate (ISCE) analysis
- g. Economic impact analysis for project planning
- h. Master planning & programming design charrettes

7. OTHER ARCHITECTURE / GENERAL ENGINEERING SERVICES  
(GS-0808 – Architecture), (GS-801 General Engineering)

- a. Project management

- b. Construction management
- c. Facilities assessment and database management-overall building assessment (multi-discipline), i.e., BUILDERS
- d. Building Life Cycle Cost (BLCC) analysis and facility life-cycle planning
- e. Leadership in Energy and Environmental Design (LEED) consultant
- f. Energy audits, commissioning & retro-commissioning services
- g. Geotechnical Engineering and Geological services
- h. Building Envelope Consultant
- i. Records/archives for as-built drawings and warranties

#### 8. GEOGRAPHIC INFORMATION SYSTEM (GIS) SERVICES

- a. Real Time Kinematics (RTK)/survey-grade GPS/GNSS mapping
- b. Underground utility mapping – near-surface geophysics
- c. Building interior space utilization mapping
- d. Building Information Management (BIM)/CAD and 3D visualization and application to asset management
- e. Operations dashboard and mapbooks for planning and facility management
- f. Enterprise GIS and data library system
- g. High-resolution remote sensing data acquisition, processing, and analysis
- h. Land-use, land cover classification and vegetation analysis

#### 9. REALTY GS 1170

- a. Real estate action – Acquisition & disposal of land and facilities, process McKinney Act for disposal, leases, easement, licenses, and permits.

Consultants interested in providing professional services must submit only the original of the following items to the State of Hawaii, Department of Defense, Engineering and Contracting Office, 3949 Diamond Head Road, Building 306A, Room 228, Honolulu, Hawaii 96816-4495, prior to 4:30 p.m. on March 29, 2022.

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 website 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.

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Adjutant General

Posted: February 23, 2022