

BID DOCUMENTS & SPECIFICATIONS FOR:

Phase 2, Lead & Asbestos Remediation and Flooring Replacements
Birkhimer Emergency Operation Center, Oahu, State of Hawaii
Department of Defense, Hawai'i Emergency Management Agency
Job No. CA-202203-C1

ISSUED BY:
STATE OF HAWAII
DEPARTMENT OF DEFENSE
3949 DIAMOND HEAD ROAD
HONOLULU, HAWAI'I 96816-4495
TELEPHONE: 808.369.3567

APRIL 2022

TABLE OF CONTENTS

1.	Cover Sheet	
2.	Table of Contents	
3.	Notice to Bidders	
4.	Offer Form	OF-1 to OF-8
5.	Form 1	
6.	Corporate Resolution	
7.	Special Notice to Bidders	SN-1 to SN-10
8.	Special Provisions	SP-1 to SP-7
9.	Certification of Compliance for Employment of State Residents	
10.	Surety Bid Bond	
11.	General Conditions	i to 52
12.	Additional General Conditions	AGC-1 to AGC-3
13.	Request for Substitution	
14.	Weekly Quality Control Report Form Sample	
15.	Scope of Work	
16.	Specifications/Drawings	

STATE OF HAWAII
DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 DIAMOND HEAD ROAD
HONOLULU, HAWAII 96816-4495

NOTICE TO BIDDERS

SEALED BIDS for furnishing labor, materials, tools and equipment for "Phase 2, *Lead & Asbestos Remediation and Flooring Replacements, Birkhimer Emergency Operation Center, State of Hawaii, Department of Defense, Hawaii Emergency Management Agency, Job No. CA-202203-C1*" will be received in the Engineering Office, State of Hawaii, Department of Defense, located in Building 306-A, Room 228, 3949 Diamond Head Road, Honolulu, Hawaii, up to **1:00 PM, Wednesday, May 4, 2022** and will then and there be publicly opened and read aloud. Bids may also be mailed to State of Hawaii, Department of Defense, 3949 Diamond Head Road, Honolulu, HI, 96816-4495, **ATTN: HIENG, Room 228**. Bids must be received in the Engineering Office, Room 228, prior to the time and date fixed for opening to be considered. All bids received in the Engineering Office after the time and date fixed for opening will not be considered.

Bidders are advised that the Department of Defense facility at 3949 Diamond Head Road is a secure facility. In order to access the property, bidders and/or their authorized personnel shall present a current driver's license or other form of official identification (with photograph) to the security personnel at the entry gate and shall inform the security personnel of the building and room number they require access to (State Contracting Section 369-3491). Lack of official identification or knowledge of the building and room to which access is needed are grounds for denial of access onto the property. Bidders should be aware and allow for security screening and random vehicle inspections. The state will not be responsible for late bids due to the afore mentioned reasons.

Proposed work consists of, but not limited to the following: Removal of non-asbestos-containing carpet/mastic over non-asbestos-containing flooring/mastic and encapsulation of the bare concrete area, furnish and install new non-asbestos containing vinyl floor tiles.

The estimated cost is between \$140,000 and \$185,000.

A pre-bid/site visit will be held on **April 6, 2022, at 1:30 PM** at Birkhimer Emergency Operation Center, Building 303, located inside of Diamond Head Crater, adjacent to project site. Contractors are to meet Mr. Jim Barbour in front of 3949 Diamond Head Road at 1:15 PM. Interested Bidders are to register by calling Mr. Barbour at (808) 369-3492 between 9:30 AM and 4:30 PM **before** April 6, 2022. If no response, please leave message giving information of company name, name of all individuals that will attend, and contact phone number. After the call, you may assume you have been registered for the site visit. All interested bidders and subcontractors are welcome. Site visit is highly recommended, but not mandatory.

Bona fide bidders may obtain copies of applicable specifications and bidding documents at the above-named office. Documents may also be downloaded from the State Procurement Office website at <http://spo.hawaii.gov/> and at the State Department of Defense website at <http://dod.hawaii.gov/hieng/>. If prospective bidders obtain copies of the bid documents from sources other than the Contracting and Engineering Office address listed above, then bidders are responsible to register by sending their company name, address, telephone and facsimile number, and email address via email to estelita.a.pumares@hawaii.gov.

All requests for substitution, clarification of bidding documents and/or specifications must be received in the office listed above, via email, prior to **April 7, 2022, 11:59 PM**. Questions shall be emailed to estelita.a.pumares@hawaii.gov .

Late submittals for this solicitation will not be reviewed by this agency.

An Intent to Bid is NOT required to be submitted for this project.

Bidders are required to register on the Hawaii Compliance Express web site for all tax clearances by going to <http://spo.hawaii.gov/> click on "HCE" and registering there.

Bidders are responsible for checking for any addenda for this project. The addenda will be posted on the State Procurement Office web site under the project name at <http://spo.hawaii.gov/>

The Hawaii Products preference pursuant to ACT 175, SLH 2009 may be applicable for numerous items throughout this solicitation. Persons wishing to certify and qualify a product not currently listed as a Hawaii Product shall submit a Certification for Hawaii Product Preference (form SPO-38) by e-mail to estelita.a.pumares@hawaii.gov prior to 4:30 PM, fifteen (15) days prior to the bid opening date for this project. View the current Hawaii Products List on the State Procurement office (SPO) website at <http://hawaii.gov/spo>.

For each product, one form shall be completed and submitted (i.e. 3 products should have 3 separate forms completed). The form is available on the SPO webpage at <http://hawaii.gov/spo>.

CAMPAIGN CONTRIBUTIONS BY STATE AND COUNTY CONTRACTORS PROHIBITED. If awarded a contract in response to this solicitation, offeror agrees to comply with HRS §11-355, which states that campaign contributions are prohibited from a State and County government contractor during the term of the contract if the contractor is paid with funds appropriated by the legislative body between the execution of the contract through the completion of the contract.

REQUIREMENT FOR CONTRACTORS LICENSING CLASSIFICATIONS

Due to the nature of the work contemplated bidder must possess a valid State of Hawaii Contractor's license in the appropriate classification.

General Engineering Contractors holding an 'A' license and General Building Contractors holding a 'B' license are reminded that due to the Hawaii Supreme Court's January 28, 2002, decision in Okada Trucking Co., Ltd. v. Board of Water Supply, et al., 97 Haw. 450 (2002), they are prohibited from undertaking any work, solely or as part of a larger project, which would require the General Contractor to act as a specialty Contractor in any area in which the General Contractor has no license.

Bidders are solely responsible to review the project requirements, determine the appropriate licenses required, and ensure that they possess and that the Subcontractor(s) listed in their OFFER FORM possess the necessary specialty licenses to perform the work for this project. Health Lead Abatement Contractor registration is required.

Kenneth S. Hara
Major General
Adjutant General

Posted on: April 27, 2022

**PHASE 2, LEAD & ASBESTOS REMEDIATION AND FLOORING REPLACEMENTS,
BIRKHIRER EMERGENCY OPERATION CENTER, OAHU, STATE OF HAWAII,
DEPARTMENT OF DEFENSE, HAWAII EMERGENCY MANAGEMENT AGENCY,
JOB NO. CA-202203-C1**

Adjutant General
State Department of Defense
3949 Diamond Head Road
Honolulu, Hawaii 96816-4495

Dear Sir:

The undersigned has carefully read and understands the terms and conditions specified in the Specifications, and all documents attached hereto, and hereby submits the following offer to perform the work specified herein, all in accordance with the true intent and meaning thereof. The undersigned further understands and agrees that by submitting this offer, 1) he/she is declaring his/her offer is not in violation of Chapter 84, Hawaii Revised Statutes, concerning prohibited State contracts, and 2) he/she is certifying that the price(s) submitted was (were) independently arrived at without collusion.

The undersigned represents: **(Check one only)**

- A **Hawaii business** incorporated or organized under the laws of the State of Hawaii; **OR**
 A **Compliant Non-Hawaii business** not incorporated or organized under the laws of the State of Hawaii. Business shall be registered prior to award at the State of Hawaii Department of Commerce and Consumer Affairs Business Registration Division to do business in the State of Hawaii. State of incorporation: _____

Offeror is:

- Sole Proprietor Partnership Corporation Joint Venture
 Other _____

Federal I.D. No.: _____

Hawaii General Excise Tax License I.D. No.: _____

Payment address (other than street address below): _____
City, State, Zip Code: _____

Business address (street address): _____
City, State, Zip Code: _____

Respectfully submitted:

(x) _____
Authorized (Original) Signature (*1)

Date: _____

Telephone No.: _____

Name and Title (Please Type or Print)

* _____
Exact Legal Name of Company (Offeror) (*2)

Fax No.: _____

(*2) If Offeror is a "dba" or a "division" of a corporation, furnish the exact legal name of the corporation under which the awarded contract will be executed:

E-mail Address: _____

(*1)
Original signature in ink. If unsigned or the affixed signature is a facsimile or a photocopy, the offer shall be automatically rejected unless accompanied by other material, containing an original signature, indicating the Offeror's intent to be bound.

The undersigned has carefully examined the attached plans and specifications and hereby proposes to furnish at his own expense all labor, materials, tools, and equipment necessary to construct all work as shown and called for, in strict accordance with the specifications, schedules and drawings pertaining thereto, all for the LUMP SUM of:

1. Total Base Bid Cost (Items 1-3):

_____ Dollars (\$_____)

2. Total Additive Alternative 1 (Items 4-6):

_____ Dollars (\$_____)

3. Total Additive Alternative 2 (Items 7-9):

_____ Dollars (\$_____)

4. Total Additive Alternative 3 (Items 10-12):

_____ Dollars (\$_____)

TOTAL COST LUMP SUM:

_____ Dollars (\$_____).

[BIDDER'S INSTRUCTIONS: Fill in the total lump sum bid price in numbers and write out the total lump sum bid price in words. Prices shall be written in ink or typed.]

(Including the cost of delivery, unloading, freight charges, all applicable taxes, and other cost involved) and will fully complete all the work under this contract within 90 consecutive calendar days from the date of commencement specified by the written order of the Adjutant General including the date of said order.

The undersigned hereby provides a breakdown of the LUMP SUM amount.

Bid Item No.	Location:	Cost
	Quantities (asbestos containing where noted on Drawings)	
1	Moving of furniture in back entry flooring – BASE	
2	Removal of back entry hallway flooring – BASE	
3	Installation of vinyl tiles in back entry flooring – BASE	
4	Moving of furniture in back entry flooring - Add-Alt #1	
5	Removal of back entry hallway flooring - Add-Alt #1	
6	Installation of vinyl tiles in back entry flooring - Add-Alt #1	
7	Moving of furniture in back entry flooring - Add-Alt #2	
8	Removal of back entry hallway flooring - Add-Alt #2	

Bid Item No.	Location:	Cost
9	Installation of vinyl tiles in back entry flooring - Add-Alt #2	
10	Moving of furniture in back entry flooring - Add-Alt #3	
11	Removal of back entry hallway flooring - Add-Alt #3	
12	Installation of vinyl tiles in back entry flooring - Add-Alt #3	

NOTE:

1. This project falls under the requirement of the “Buy American Act”.
2. Davis-Bacon Act prevailing wage rate or State wage rates apply to this contract.
3. Contract will be awarded based on the total lump sum bid.
4. A pre-bid/site visit will be held on April 6, 2022, at 1:30 PM at Birkhimer Emergency Operation Center, Building 303, located inside of Diamond Head Crater, adjacent to project site. Contractors are to meet Mr. Jim Barbour in front of 3949 Diamond Head Road at 1:15 PM. Interested Bidders are to register by calling Mr. Barbour at (808) 369-3492 between 9:30 AM and 4:30 PM **before** April 6, 2022. If no response, please leave message giving information of company name, name of all individuals that will attend, and contact phone number. After the call, you may assume you have been registered for the site visit. All interested bidders and subcontractors are welcome. Site visit is highly recommended, but not mandatory.

All requests for substitution, clarification of bidding documents and/or specifications must be received by email at estelita.a.pumares@hawaii.gov prior to 11:59 PM on April 7, 2022.

5. The State reserves the right to determine the extent of the contract by selecting and/or omitting bid items (not necessarily in sequence) to the extent required to come within the funds available for the project. The award of the contract shall be made to the responsible bidder whose total bid is the lowest.
6. **CAMPAIGN CONTRIBUTIONS BY STATE AND COUNTY CONTRACTORS PROHIBITED.** If awarded a contract in response to this solicitation, offeror agrees to comply with HRS §11-355, which states that campaign contributions are prohibited from a State and County government contractor during the term of the contract if the contractor is paid with funds appropriated by the legislative body between the execution of the contract through the completion of the contract.
7. The Surety shall not be held liable beyond two (2) years of the project acceptance date.

HAWAII PRODUCTS PREFERENCE

In accordance with ACT 175, SLH 2009 the Hawaii Products preference is applicable to this solicitation. Hawaii products may be available for those items noted on the offer form. The Hawaii Products List is available on the State Procurement Office (SPO) website at <http://spo.hawaii.gov/> search for “Hawaii Product Preferences”.

Offeror offering a Hawaii Product (HP) shall identify the HP on the solicitation offer pages. Any person desiring a Hawaii product preference shall have the product(s) certified and qualified if not currently on the Hawaii Products list, prior to the deadline for receipt of offer(s) specified in the procurement notice and solicitation. The responsibility for certification and qualification shall rest upon the person requesting the preference.

Persons desiring to qualify their product(s) not currently on the Hawaii Product list shall complete form SPO-38, *Certification for Hawaii Product Preference*, and submit to the Department of Defense, Contracting Officer, and provide all additional information required by the Contracting Officer no later than 4:30 PM, fifteen (15) calendar days prior to the bid opening date. For each product, one form shall be completed and submitted (i.e. 3 products should have 3 separate forms completed). The form is available on the SPO webpage at <http://spo.hawaii.gov/> search for "Forms" and select form SPO-38.

Late submittals for this project will not be reviewed by the Department.

Change in Availability of Hawaii Product

In the event of any change that materially alters the offeror's ability to supply Hawaii Products, the offeror shall immediately notify the Contracting Officer in writing and the parties shall enter into discussions for the purposes of revising the contract or terminating the contract for convenience.

Offerors shall indicate in the Hawaii Product Schedule below whether the pre-approved Hawaii Products are offered. Offerors offering a Hawaii Product shall fill-in the quantity, unit measure, unit price and total price for the Hawaii Product they desire to be considered for preference. Products not pre-approved shall not be considered. Hawaii Products not meeting the requirements of the specification shall not be considered.

Offerors selecting the Hawaii Product preference may be required to submit additional information on the cost basis of their selected Hawaii Product preference items when requested after the bid opening to verify cost of the Hawaii Products, including the computations for the estimated quantities, manufacturers, or supplier's quotations, and delivered material cost Free on Board (FOB) at the jobsite. The Hawaii Product Cost shall not include installation costs.

Hawaii Products available for this project are as follows:

Product Description	Class I, II or III	Manufacturer	Cost
			\$
			\$
			\$
			\$
			\$
			\$
			\$

CHARACTER OF WORKERS OR EQUIPMENT

The Contractor shall perform with his own organization, work amounting to not less than twenty percent (20%) of the total contract cost. The Engineer may require the Contractor to verify the percentage of work he will be providing with his own organization by furnishing pertinent information such as all of the actual subcontractor(s)' quotations he received for the bid. If requested, the Contractor shall provide such verification within 5 working days of the request.

CERTIFICATION FOR SAFETY AND HEALTH PROGRAM FOR BIDS IN EXCESS OF \$100,000

In accordance with HRS 396-18, by submitting this proposal, the undersigned certifies that his company will have a written safety and health plan for this project that will be available and implemented by the Notice to Proceed date of this project. Details of the requirements of this plan may be obtained from the Department of Labor and Industrial Relations, Occupational Safety and Health Division (HIOSH).

TAX CLEARANCES FROM THE STATE DIRECTOR OF TAXATION AND INTERNAL REVENUE SERVICE

Contractors are required to provide a state and federal tax clearance as a prerequisite to entering into a public contract of \$2,500 or more. To meet this requirement, all bidders shall submit valid tax clearances with their bid proposals when the bid is \$2,500 or more.

Failure to submit the required tax clearance may be sufficient grounds for the State to refuse to receive or consider the prospective bidder's proposal.

In accordance with Act 190 Amendment to HRS 103D-310(c), required as a prerequisite to entering into a contract, the contractor shall register on the Hawaii Compliance Express web site for all tax clearances by going to <http://vendors.ehawaii.gov> and registering there.

A Certificate of Vendor Compliance generated from this website should be included with their bid proposal. A Compliant status is required prior to awarding the contract.

LICENSE

Due to the nature of the work contemplated, bidder must possess a valid State of Hawaii Contractor's license in the appropriate classification - C-33 Painting and State of Hawaii Department of Health Lead and Asbestos Abatement Contractor registrations.

It is further agreed that:

1. The Adjutant General or his designated representative reserves the right to reject any and/or all bids and waive any defects when, in his opinion, such rejection or waiver will be in the best interest of the State.
2. The award of the contract shall be conditioned upon funds being made available for these projects and further upon the right of the Adjutant General or his designated representative to hold all bids received for a period of ninety (90) days from the date of the opening thereof, unless otherwise required by law, during which time no bid may be withdrawn.
3. The liquidated damages per working day for failure to complete the work on time shall be at \$200.00 per calendar day or as stipulated in the General Conditions, whichever is higher.
4. By submitting this proposal, the undersigned is declaring his firm has not been assisted or represented on this matter by an individual who has, in a State capacity, been involved in the subject matter of this contract in the past two years.
5. Upon the acceptance of the proposal by the Adjutant General or his designated representative, the undersigned must enter into and execute a contract for the same and furnish a bond, as required by law. This bond shall conform to the provisions of Section 103D-324 of the Hawaii Revised Statutes and any law applicable thereto.
6. If the lowest bid received by the State exceeds the funds available for this project, the State reserves the right to negotiate with the lowest responsible bidder as permitted under Section 103D-302, Hawaii Revised Statutes, as amended, to reduce the scope of work and award a contract therefore.
7. This contract may be awarded as an informal contract as determined by the Adjutant General or his designated representative in accordance with the applicable Hawaii Revised Statutes as amended, whereby a purchase order will be executed and used as the formal contract.

Receipt of the following addenda issued by the Department is acknowledged by the day(s) of the receipt indicated below:

Addendum No. 1 _____	Addendum No. 2 _____
Date	Date
Addendum No. 3 _____	Addendum No. 4 _____

It is understood that failure to receive any such addendum shall not relieve the Contractor from any obligation under this Proposal as submitted. (See Special Notice to Bidders for information regarding addenda.)

ALL JOINT CONTRACTORS & SUBCONTRACTORS TO ENGAGE ON THIS PROJECT

The bidder certifies that the following is a complete listing of all joint contractors or subcontractors covered under Chapter 444, Hawaii Revised Statutes, who will be engaged by the bidder on this project to perform the nature and scope of work indicated pursuant to Section 103D-302, Hawaii Revised Statutes, and understands that failure to comply with this requirement shall be just cause for rejection of the bid.

The bidder further certifies that only those joint contractors or subcontractors listed shall be allowed to perform work on this project and that all other work necessary shall be performed by the bidder with his own employees. If no joint contractor or subcontractor is listed, it shall be construed that all of the work shall be performed by the bidder with his own employees.

All bidders must be sure that they possess and that the subcontractors listed in the proposal possess all the necessary specialty licenses needed to perform the work for this project. The bidder shall be solely responsible for assuring that all of the specialty licenses required to perform the work is covered in his bid.

The bidder shall include the license number of the joint contractors or subcontractors listed below. Failure to provide the correct names and license numbers as registered with the Contractor's Licensing Board may cause rejection of the bid submitted.

Complete Firm Name of Joint Contractor or Subcontractor for Lump Sum Bid	License Number	Nature and Scope of Work to be performed
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Enclosed herewith as required by law:

Surety Bond

Certificate of Deposit

Certified Check

Cashier's Check

Share Certificate

Legal Tender

(Cross Out Those Not Applicable)

_____ DOLLARS (\$ _____).

*Signature _____ HAWAII GENERAL EXCISE TAX
Title _____ I.D. NO. _____

Name of Company _____

Address _____
_____ LICENSE CLASSIFICATION
_____ AND/OR SUBCLASSIFICATION
_____ NO.

Telephone _____

Date _____

(CORPORATE SEAL)

*Please attach to this page evidence of the authority of this officer to submit bids on behalf of the Company, and also the names and residence addresses of all officers of the Company.

NOTE: Fill in all blank spaces with the information asked for or bid may be invalidated.
PROPOSAL PAGES MUST BE INTACT; MISSING PAGES MAY INVALIDATE YOUR BID.