

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 3 - STATE VETERANS CEMETERY TREE REMOVAL SERVICES, KANEOHE, STATE OF HAWAII, DEPARTMENT OF DEFENSE, OFFICE OF VETERANS SERVICES, JOB NO. CA-202301**", 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 **2:00 P.M. on March 30, 2023**, and will then and there be publicly opened and read aloud. Proposals may also be mailed to State of Hawaii, Department of Defense, 3949 Diamond Head Road, Honolulu, HI, 96816-4495, ATTN: HIENG, Contracts Section, 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 808-369-3567). 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 200+ trees located in various areas of Hawaii State Veteran's Cemetery.

The estimated cost is between \$580,000.00 - \$700,000.00.

A site visit will be held on Tuesday, **March 7, 2023 at 11:00 A.M.** Base pass is not required, however, bidders and/or their authorized personnel may need to present a current driver's license or other form of official identification (with photograph). Contractors are to meet Jim Barbour, Project Manager (PM) at the Hawaii State Veterans Cemetery, Kaneohe in the Administration Building at 11:00 A.M. Please call Jim at 808-369-3567 before 4:30 P.M. on Friday, March 3, 2023, to register for the site visit. If no answer, please leave your company information, attendees names and a contact number, you may assume that you are registered for the site visit. All interested bidders and sub-contractors are welcome, but not required to attend.

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 [theasius.a.allen@hawaii.gov](mailto:theasius.a.allen@hawaii.gov).

If you need an auxiliary aid/service or other accommodations due to a disability, contact Theasius Allen at 808-369-3483 or by e-mail at [theasius.a.allen@hawaii.gov](mailto:theasius.a.allen@hawaii.gov) as soon as possible, preferably by March 10, 2023. If a response is received after March 10, 2023, we will try to obtain the auxiliary aid/service or accommodation, but we cannot guarantee that the request will be fulfilled. Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.

All requests for substitution, clarification of bidding documents and/or specifications must be received in the office listed above, via email, prior to 4:30 P.M., **March 13, 2023**. Questions shall be emailed to [theasius.a.allen@hawaii.gov](mailto:theasius.a.allen@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.

**A Performance Bond is required and must be equivalent to 100% of the awarded vendor's contract total.**

Bidders are required to register on the new Vendor Compliance web site for all tax clearances by going to <http://spo.hawaii.gov> 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 [theasius.a.allen@hawaii.gov](mailto:theasius.a.allen@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. A Qualified Arborist, with an International Society of Arboriculture (ISA) Certified Arborist (CA) Certificate and listing of three (3) distinct and separate reference projects where the proposed CA has successfully conducted and/or supervised large tree removal in conformance with industry standards and practices within the past two (2) years, is required to directly supervise the project.

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.

Kenneth S. Hara  
Major General  
Adjutant General

Posted: February 22, 2023