

STATE OF HAWAII  
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES  
PUBLIC WORKS DIVISION  
NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES  
FOR  
CAPITAL IMPROVEMENT AND OTHER MISCELLANEOUS  
PROJECTS

AMENDMENT NO. 1

INCLUDES THE FOLLOWING CHANGES:

1. SUBMITTAL REQUIREMENTS: PARAGRAPH REVISED TO INCLUDE DUE DATE OF JUNE 30, 2015.
2. LATE SUBMITTALS: PARAGRAPH REVISED TO INCLUDE FIRMS THAT RENEW THEIR PREVIOUS APPLICATION.

The State of Hawaii, Department of Accounting and General Services (DAGS), Public Works Division (PWD) anticipates the need for professional services for capital improvement program and other projects during fiscal year July 1, 2015 - June 30, 2016. DAGS is seeking qualified firms to provide professional services in the following disciplines/categories:

1. ARCHITECTURE
2. CIVIL ENGINEERING
3. ELECTRICAL ENGINEERING
4. MECHANICAL ENGINEERING
5. STRUCTURAL ENGINEERING
6. LANDSCAPE ARCHITECTURE
7. SURVEYING
8. COMMUNITY PLANNING (i.e. PLANNING)
9. ENVIRONMENTAL ENGINEERING/SERVICES

10. OTHER ARCHITECTURE/GENERAL ENGINEERING
  - A. PROJECT MANAGEMENT
  - B. CONSTRUCTION MANAGEMENT
  - C. COMMISSIONING SERVICES
  - D. RETRO-COMMISSIONING SERVICES
  - E. ENERGY PERFORMANCE ENGINEERING CONSULTANT
  - F. DAM SAFETY ENGINEER
  - G. GEOTECHNICAL ENGINEERING

SUBMITTAL REQUIREMENTS:

All qualifications for professional services must be submitted online by filling in the Questionnaire For Architects, Engineers And Other Professional Services (i.e. DPW Form 120) on the following web site:

<http://dags.hawaii.gov/consultant>

Applicants that applied from a previous DAGS, PWD professional services solicitation and have received a DAGS qualification letter that qualified the firm until September 30, 2016 shall also apply online to renew the firm's application. The application must be completed by June 30, 2015, otherwise, the application will be considered a late submittal and will be subject to the conditions of the Late Submittals clause defined in the paragraph below.

Applicants that applied online last year can use the same Login ID and Password. Applicants that did not apply online last year must submit on company letterhead the following information in order to receive a Login ID and Password to login to the web site:

1. Statement that your firm is interested in submitting your professional services qualifications online.
2. Contact Person's name
3. Contact Person's email address
4. Contact Person's phone number

Letter should be mailed to the following address:

DAGS-Public Works, Technical Services Office  
1151 Punchbowl Street, Room 428  
Honolulu, Hi 96813

Your Login ID and Password will be emailed to you after we review your letter. For further information, please send you questions to DAGS Technical Services Office by email at [public.works.technical.services.office@hawaii.gov](mailto:public.works.technical.services.office@hawaii.gov) or by fax at (808) 586-0745.

The following information shall be provided with your online application:

1. 1) the discipline(s); and 2) the title and corresponding number of each project for which the firm is interested and qualified to provide professional services (see discipline list above and project list below).
2. Statement of qualifications (SOQ) for each discipline highlighting the firm's qualifications, expertise and experience. SOQ must list licensed or certified personnel in the discipline.
3. Proof of Insurance for:
  - a. General liability insurance for limit of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. The STATE shall be named as additional insured.
  - b. Automobile liability insurance for limit of not less than \$1,000,000 per accident. The STATE shall be named as additional insured.
  - c. Professional liability insurance for limit of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate.

If a firm is not able to provide the above insurance certificates at this time, a letter from an insurance company stating, if the firm is selected, they will insure the firm for the insurance policies and the amount of minimum coverage required above, will be accepted as proof of insurance.

4. The names and phone numbers of up to five clients who may be contacted including at least two for whom services were rendered during the preceding year.
5. Statement indicating any conflicts of interest in performing services for DAGS 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. Statement indicating any objections to retaining specialty subconsultants (i.e., environmental, geotechnical, etc.) under prime contract. Objections may affect a firm's consideration for certain projects. Note that it is typically DAGS intent to hire all subconsultants under the prime consultant's contract.
7. Firms interested in the disciplines/categories of Architecture, Civil Engineering, Electrical Engineering, Mechanical Engineering, Structural Engineering, Landscape Architecture, or Surveying must have the applicable Hawaii State licensed architect or engineer on staff that will perform, conduct or supervise the work.
8. Firms interested in the discipline/category of Planning must have the necessary education, training and experience.
9. Firms interested in the discipline/category of Environmental Engineer/Services which include asbestos-containing materials (ACM), lead-containing paint (LCP), underground storage tanks (UST) and other hazardous materials projects must submit copies of all required certifications. Federal EPA and State Department of Health accreditation and training are required for projects involving the removal of ACM, LCP, UST, and other hazardous materials.
10. Firms interested in the disciplines/categories of Project Management or Construction Management must provide the name, experience and qualifications

(training courses, certifications, etc.) of the proposed project/construction manager. Project Management and Construction Management firms must have a Hawaii State licensed architect and/or engineer on staff that will perform, conduct or supervise the work.

11. In accordance with HRS 196-9, Energy Efficiency and Environmental Standards for State Facilities, Motor Vehicles, and Transportation Fuel: To the extent possible, DAGS intends to design and construct buildings meeting the Leadership in Energy and Environmental Design (LEED) silver or two green globes rating system or another comparable state-approved, nationally recognized, and consensus-based guideline, standard, or system, except when the guideline, standard, or system interferes or conflicts with the use of the building or facility as an emergency shelter. Firms interested in this type of work must provide the name(s) of the proposed staff with relevant experience and qualifications (such as LEED accreditation).
  
12. DAGS intends to implement commissioning for various projects ranging from systems commissioning to whole facility commissioning and retro-commissioning of existing buildings. Firms interested in the discipline/category of Commissioning or Retro-Commissioning must provide name(s) of the proposed staff with relevant experience and qualifications. Commissioning and Retro-Commissioning firms must have a professional licensed architect and/or engineer on staff that will perform, conduct or supervise the work. Firms interested must provide evidence and indicate the State in which the proposed staff holds a professional license.

For retro-commissioning projects that require design services, the firm must have the applicable Hawaii State licensed architecture and/or engineering staff to perform, conduct or supervise the work.

13. DAGS is seeking qualified Energy Performance Engineering Consultant firms to provide professional services with Technical Support and Assistance for Energy Savings Performance Contract (ESPC) projects, Statewide.

Qualified Energy Performance Engineering Consultant firms need to be able to provide DAGS (for its managed facilities or other State agencies that DAGS services) with technical support and assistance during the planning, development, implementation or administration of State agency projects involving new improvements, modifications or renovations, repairs or maintenance work done through the Energy Savings Performance Contract (ESPC) process.

Minimum Qualifications/Work Experience:

- Resume (including qualifications of each staff) to be used on an ESPC project, with the professional background; membership or affiliation with any type of energy savings performance contracting association; years of hands-on experience advising government agencies in implementing energy savings performance contracting.
  - Relevant experience of the energy performance engineering consultant firm, such as description of types of technical support or assistance provided for other government agencies in energy savings performance contracting.
  - Previous experience of the designated Project Manager that has acted as principal for at least three (3) projects of over 10,000 square feet in the past three (3) years.
  - A representative sample of documents relating to technical support and/or assistance provided for other government agencies in energy savings performance contracting that was prepared by the energy performance specialty consultant firm.
14. DAGS is seeking qualified Dam Safety Engineering firms to provide professional services for inspection, analysis, computation, design and management of construction projects for dams and reservoirs, statewide. Work may include phase 1 visual dam safety inspections, hydrology analysis, hydraulic calculations, stability analysis, soils borings/lab analysis, seepage analysis, topographic

surveys, bathymetric surveys, hydraulic modeling, permitting, environmental assessments/impact statements, development of construction documents, oversight of construction work and preparation of operation and maintenance manuals for the dam facility. Qualified firms must have a licensed Hawaii State professional engineer on staff that will perform, conduct or supervise the work.

15. Any relevant information on the firm's experience, expertise and past performance including but not limited to quality of work, cost control and ability to meet schedules may be submitted.

**Incomplete Submittals:** Submittals received 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. Late submittal applicants will be considered for projects for the balance of the fiscal year after the applicant has been qualified **or renewal of firm's application.**

**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 of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies.
3. Capacity to accomplish the work in the required time.

4. Any additional criteria determined by the selection committee to be relevant to the purchasing agency's needs or necessary and appropriate to ensure full, open, and fair competition for professional services contracts.

The selection committee will give first consideration to those professionals who expressed interest in the specific project or project type. However, the selection committee may consider all professionals who responded to this notice when in the best interest of the State.

Not all the listed projects will necessarily be implemented this year. Also, DAGS may implement projects other than those specifically listed without additional notices. Certain listed projects may be advertised again in order to obtain additional information or if the response to this notice is inadequate. Other projects may also be advertised at a later date on the State and County Procurement Notices Web site at <http://spo3.hawaii.gov/notices/notices/> and DAGS, Public Works web site <http://hawaii.gov/pwd/profsvcs/>.

Campaign contributions by State and County Contractors: Contractors are hereby notified of the applicability of Section 11-205.5, HRS, which states that campaign contributions are prohibited from specified State or County government contractors during the term of the contract if the contractors are paid with funds appropriated by a legislative body. For more information, contact the Campaign Spending Commission at (808) 586-0285 or go to their Web site at <http://www.hawaii.gov/campaign>.

#### **PROJECT LIST**

The following is a list of projects and project categories that may require professional services during fiscal year 2016. The approximate consultant fee ranges are shown in (RANGE A,B,C) and are given according to the following schedule: Range A - Less than \$100,000; Range B - \$100,000 to \$500,000; Range C - Over \$500,000.

1. DEPARTMENT OF AGRICULTURE (DOA), MISCELLANEOUS HEALTH, SAFETY, CODE, AND OTHER REQUIREMENTS, STATEWIDE. DESIGN AND CONSTRUCTION FOR IMPROVEMENTS TO ADDRESS HEALTH, SAFETY, CODE, AND OTHER REQUIREMENTS, STATEWIDE (RANGE A).



2. DEPARTMENT OF HEALTH (DOH), HEALTH AND SAFETY, STATEWIDE. DESIGN AND CONSTRUCTION FOR IMPROVEMENTS TO HEALTH FACILITIES STATEWIDE. PROJECTS ARE NECESSARY TO MAINTAIN HEALTH AND SAFETY FOR CLIENTS AND STAFF (RANGE A).
3. HAWAII STATE PUBLIC LIBRARY SYSTEM (HSPLS), HEALTH AND SAFETY, STATEWIDE. DESIGN AND CONSTRUCTION FOR HEALTH, SAFETY, ACCESSIBILITY, AND OTHER CODE REQUIREMENTS. PROJECTS MAY INCLUDE, BUT NOT LIMITED TO, THE REMOVAL OF HAZARDOUS MATERIALS, RENOVATION FOR LIBRARY PATRONS AND EMPLOYEES, ENVIRONMENTAL CONTROLS, FIRE PROTECTION, IMPROVEMENTS TO BLDGS AND GROUNDS, AND OTHERS; GROUND AND SITE IMPROVEMENTS (RANGE A,B).
4. DEPARTMENT OF DEFENSE (DOD), YOUTH CHALLENGE ACADEMY UPGRADE AND IMPROVEMENTS, KEAUKAHA MILITARY RESERVATION, HAWAII. DESIGN AND CONSTRUCTION FOR RENOVATION TO THE EXISTING ARMORY AT KEAUKAHA MILITARY RESERVATION FOR ADMINISTRATION, CLASSROOMS, RESTROOMS, STORAGE, MULTI-PURPOSE/DINING AREA AND OTHER FACILITY AND INFRASTRUCTURE IMPROVEMENTS (RANGE A).
5. PUBLIC SAFETY DEPARTMENT (PSD), GENERAL ADMINISTRATION, LUMP SUM CIP, STATEWIDE. PLANS, DESIGN AND CONSTRUCTION OF VARIOUS RENOVATIONS, ALTERATIONS AND CAPITAL IMPROVEMENTS TO BUILDINGS, GROUNDS, ON AND OFF-SITE UTILITIES INFRASTRUCTURE (RANGE A).
6. STATE CIVIL DEFENSE (SCD), DISASTER WARNING AND COMMUNICATIONS DEVICES, STATEWIDE. PLANS, DESIGN AND CONSTRUCTION FOR INCREMENTAL ADDITION, REPLACEMENT AND UPGRADE OF STATE CIVIL DEFENSE WARNING AND COMMUNICATIONS EQUIPMENT, STATEWIDE. THIS WILL EXPAND THE COVERAGE AND RELIABILITY OF THE WARNING AND CONTROL SYSTEM, AS WELL AS MODERNIZE AND ALLEVIATE SIREN COVERAGE GAP AREAS. THIS PROJECT IS DEEMED NECESSARY TO QUALIFY FOR FEDERAL AID FINANCING AND/OR REIMBURSEMENT (RANGE A).
7. SCD, FORT RUGER B306 AND B306A, HURRICANE HARDENING, OAHU. DESIGN AND CONSTRUCTION OF

IMPROVEMENTS TO RETROFIT BUILDINGS 306 AND 306A TO RESIST HURRICANE FORCE WINDS, AIR CONDITIONING IMPROVEMENTS, NEW EMERGENCY GENERATOR, AND ASSOCIATED IMPROVEMENTS (RANGE B).

8. SCD, RETROFIT PUBLIC BUILDINGS WITH HURRICANE PROTECTION MEASURES, STATEWIDE. PLANS, DESIGN AND CONSTRUCTION TO RETROFIT PROTECTIVE MEASURES AND INCREASE THE NUMBER OF PUBLIC SHELTERS STATEWIDE (RANGE A,B).
9. SCD, DIAMOND HEAD CRATER, REPAIR TUNNEL SHOT-CRETE FINISH, OAHU. DESIGN AND CONSTRUCTION OF REPAIRS TO THE EXISTING CEMENTITIOUS SHOT-CRETE FINISH ADJACENT TO THE MULE TUNNELS AND VEHICLE TUNNEL ENTERANCES (RANGE A).
10. SCD, HEALTH AND SAFETY REQUIREMENTS FOR BIRKHIMER TUNNEL AND SUPPORT FACILITIES, OAHU. DESIGN AND CONSTRUCTION FOR PHASE III OF THE INFRASTRUCTURE IMPROVEMENTS TO THE STATE EMERGENCY OPERATING CENTER, BIRKHIMER TUNNEL AND SUPPORT FACILITIES. PROJECT TO INCLUDE UTILITY SYSTEMS UPGRADE, UNDERGROUND INSTALLATION OF THE UTILITY SYSTEMS, AND REMOVAL OF OVERHEAD UTILITY SYSTEMS (RANGE A).
11. PUBLIC WORKS DIVISION (PWD), LUMP SUM MAINTENANCE OF EXISTING FACILITIES, PUBLIC WORKS DIVISION, STATEWIDE. PLANS, DESIGN, AND CONSTRUCTION FOR IMPROVEMENTS AND MAINTENANCE OF PUBLIC FACILITIES AND SITES, STATEWIDE. PROJECT MAY INCLUDE REPAIRS AND IMPROVEMENTS (RANGE A,B,C).
12. DOH, PARKING IMPROVEMENT FOR FAMILY COURT LIASON BRANCH OFFICE. DESIGN AND CONSTRUCTION FOR A NEW PARKING LOT AT THE DEPARTMENT'S OFFICE LOCATED AT 42-477 KALANIANOLE HIGHWAY. EXISTING PARKING LOT/DRIVEWAY IS GRAVEL AND DIRT.
13. DOH, BUILDING IMPROVEMENTS FOR HEALTH FACILITIES. DESIGN AND CONSTRUCTION FOR VARIOUS IMPROVEMENTS AND REPAIRS AT DEPARTMENT OWNED FACILITIES. OFFICE RENOVATIONS, MODIFICATIONS TO EXISTING SPACES TO CREATE NEW RESTROOMS, OFFICE SPACE, CLINIC SPACE, ETC. ADA IMPROVEMENTS. MODIFICATIONS TO SPACES TO COMPLY WITH HIPAA

(HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT) OR SECURITY MEASURES. EMERGENCY REPAIRS AS NEEDED.

14. DOH, SITE IMPROVEMENTS FOR HEALTH FACILITIES. DESIGN AND CONSTRUCTION FOR VARIOUS IMPROVEMENTS AND REPAIRS AT DEPARTMENT OWNED FACILITIES. FOR EXAMPLE, NEW SIDEWALKS, NEW PARKING LOTS, REPAIRS TO PARKING LOTS, REMOVAL OF TRESS, FENCE INSTALLATION. EMERGENCY REPAIRS, AS NEEDED.
15. U.S. DEPARTMENT OF AGRICULTURE (USDA) PLANT INSPECTION STATION AT HONOLULU INTERNATIONAL AIRPORT. PLANNING, DESIGN AND CONSTRUCTION FOR A NEW APPROXIMATE 14,000 S.F. PLANT INSPECTION FACILITY ON VACANT HAWAII DOT AIRPORT PROPERTY FRONTING AOLELE ST. WORK INCLUDES PREPARATION OF STATE/FEDERAL ENVIRONMENTAL ASSESSMENTS AND HISTORIC PRESERVATION DOCUMENTS; AND DESIGN WHICH SHALL STRIVE FOR LEED SILVER RATING (RANGE C).