

NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES

In accordance with §103D-304, HRS, the State of Hawaii, Department of Hawaiian Home Lands (DHHL) is seeking qualified engineering firms to provide **Professional Engineering Services for Various Infrastructure and Lot Improvements for DHHL Homesteads in East Hawaii and West Hawaii, Island of Hawaii** – Job PS-14-LDD-004

General Scope of Services

The consultant shall provide professional engineering services to address various repair and/or improvement requirements to existing lots and infrastructure in the DHHL homesteads in East Hawaii, which includes Piihonua, Panaewa, and Makuu; and West Hawaii, which includes Laiopua and Kawaihae. The consultant shall prepare reports, designs, plans, specifications and estimates for various repair and improvements of infrastructure systems and house lots, including but not limited to, roads, residential lots, common area lots, graded areas, and sewer, water, electrical and drainage facilities. The DHHL will require multi-discipline engineering services including, but not limited to, civil, electrical, structural or geotechnical engineering. The consultant services can also include registered land surveyor services, landscape architecture services, completing subdivision and environmental reviews; designing plans; developing specifications, estimates and bid proposals, pre-construction, construction and post-construction services; and preparing and obtaining approvals from governmental entities for permits and all other necessary development approvals. The consultant services will be established by work order with a lump sum fee negotiated for each work order based on pre-established hourly rates for services.

Response to this Notice

- A. Individuals or firms on DHHL's 2014 qualified DPW 120 list are invited to submit a letter of their interest and current qualifications for the project. Please submit four copies of no more than five pages (single-sided). **Only those individuals who submit their expression of interest and current qualifications to the public notice will be considered for this project.** The letter should include the following:
1. Experience and professional qualifications relevant to this project, including the identification of the key personnel that will be assigned to this project;
 2. Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies; and
 3. Capacity to accomplish the work in the required time
- B. Individuals or firms who are **not on** the DHHL's 2014 qualified DPW 120 list and wish to be considered in the selection for this project must submit four copies of the following by the deadline below:
1. A summary of no more than five pages (single-sided) of their interest and qualifications for the project which should include the following:
 - a. Experience and professional qualifications relevant to this project, including the identification of the key personnel that will be assigned to this project;

- b. Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies; and
 - c. Capacity to accomplish the work in the required time.
2. DPW Form 120. The DPW Form 120 may be downloaded from the following website:
<http://hawaii.gov/forms/department-of-accounting-and-general-services/cip-dpw-120/view>
 3. Any other related information.
- C. Responses must be received by 2:00 p.m. Hawaii Standard Time (HST), November 25, 2013 at the following address:

Department of Hawaiian Home Lands
Land Development Division
91-5420 Kapolei Parkway
Kapolei, Hawaii 96707
Attention: Jeffrey Fujimoto

Responses received after the deadline above (including those sent by the United States Postal Service, or by private mail services, such as Federal Express) or delivered anywhere other than as specified above will not be considered.

Evaluation

The DHHL will use the following evaluation criteria to evaluate firms who submitted the required information by the deadline above:

1. Experience and professional qualifications relevant to the project - 35%;
2. Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies - 33%; and
3. Capacity to accomplish the work in the required time – 32%.

Other Information

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 the legislative body. For more information, contact the Campaign Spending Commission at (808) 586-0285.

For additional information, please call Jeffrey Fujimoto at (808) 620-9274.

DEPARTMENT OF HAWAIIAN HOME LANDS



Jobie M. K. Masagatani, Chairman
Hawaiian Homes Commission