

DEPARTMENT OF HAWAIIAN HOME LANDS
STATE OF HAWAII

JANUARY 25, 2017

ADDENDUM NO. 1

TO

PLANS, BID FORM, SPECIFICATIONS, CONTRACT AND BOND

FOR

**GROUNDS MAINTENANCE OF THE WAIEHU KOU SUBDIVISIONS,
PHASE 2, 3, AND 4**

WAIEHU KOU SUBDIVISION, COUNTY OF MAUI, HAWAII

IFB NO.: IFB-17-HL-004

NOTICE TO ALL PROSPECTIVE BIDDERS

This addendum is hereby made a part of the PLANS, BID FORM, SPECIFICATIONS, CONTRACT AND BOND for the GROUNDS MAINTENANCE OF THE WAIEHU KOU SUBDIVISIONS – PHASE 2, 3, AND 4, WAIEHU KOU, COUNTY OF MAUI, HAWAII, and it shall amend the said contract documents as detailed within this Addendum document.

APPROVED:



Norman Sakamoto, LDD Acting Administrator
Department of Hawaiian Home Lands

Date: January 25, 2017

Please detach, execute, and return immediately, the receipt below, to the Department of Hawaiian Home Lands, Hale Kalaniana'ole, 91-5420 Kapolei Parkway, Kapolei, Hawaii or transmit facsimile to (808) 620-9299.

Receipt of Addendum No. 1 for the GROUNDS MAINTENANCE OF THE WAIEHU KOU SUBDIVISIONS – PHASE 2, 3, AND 4 is hereby acknowledged.

Signed _____ Title _____

Firm _____ Date _____

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JANUARY 25, 2017

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**GROUNDS MAINTENANCE OF THE WAIEHU KOU SUBDIVISIONS,
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WAIEHU KOU SUBDIVISION, COUNTY OF MAUI, HAWAII

IFB NO.: IFB-17-HHL-004

ITEM NO. 1 PRE-BID & SITE VISIT MINUTES AND SIGN IN SHEET

A Pre-bid meeting was held at Lot 121, along Kahekili Highway at 9:00am on Thursday, January 12, 2017 followed by a site visit. The minutes and sign-in sheet are attached to **ADDENDUM NO 1 (January 25, 2017)**.

ITEM NO. 2 CERTIFICATE FOR PERFORMANCE OF SERVICES

The **CERTIFICATE FOR PERFORMANCE OF SERVICES** form is attached to **ADDENDUM NO 1 (January 25, 2017)**. This form will be used to certify compliance with Section 103-55, HRS.

Grounds Maintenance for the Waiehu Kou Subdivision, Phases 2, 3, and 4
IFB-17-HHL-004

Pre-bid Conference and Site Visit Minutes
9:00 a.m., Thursday January 12, 2017
Lot 121 along Kahekili Highway
TMK: 3-2-023:055

1. Present at the meeting were the following:
 - Kehaulani Quartero, Project Manager/Labor Compliance
 - Richard Speer, Project Manager
 - See attached Sign-in Sheet for additional attendees

2. Kehaulani Quartero of DHHL reviewed the purpose of Pre-Bid Conference
 - To review procurement requirements and allow potential bidders to ask questions and obtain clarification on the bid documents. A written summary of this pre-bid conference will be issued to all plan holders as an Addendum.

 - To provide potential bidders with a project overview and job site visit.

 - Requests for clarifications and any questions after this meeting shall be directed in writing to Richard Speer via facsimile or e-mail by no later than 4:00 pm, January 20, 2017.
 - Fax number: 808-620-9299
 - E-mail: richard.a.speer@hawaii.gov

3. Kehaulani Quartero went over the scope of work according to the map in the IFB. A site visit was conducted and the attendees went to all Phases and a walk through of all the areas on the scope was conducted.
 - This project consists of furnishing all labor, equipment, cleaning supplies, materials and supervision to satisfactorily provide initial clearing and monthly maintenance for the Waiehu Kou Subdivisions, Phases 2, 3, and 4.

4. Kehaulani Quartero reviewed the procurement requirements with all who attended.
 - This project is not tax exempt. Your bid proposal must be inclusive of General Excise Tax.

- This project is subject to Section 103-55D, HRS, Wages, hours, and working conditions of employees of contractors performing services.
 - Services to be rendered shall be performed by employees paid at wages or salaries not less than the wages paid to public officers and employees for the similar work (refer to the Maintenance Wage Rate Schedule)
 - All applicable federal and state laws relating to workers' compensation, unemployment compensation, payment of wages, and safety shall be fully complied with.
 - A Certificate for Performance of Services will be required to be attached to your bid offer form documents. A copy is to this Addendum.

 - After bid opening and prior to award of the contract, the Department shall verify compliance with Sections 103D-310 and 103D-328 HRS via Hawaii Compliance Express (HCE) for the bidder and all subcontractors. Therefore, the bidder and all subcontractors must be registered with HCE. Instructions for registration are at the HCE website: <http://vendors.ehawaii.gov>.

 - Failure by the bidder and/or any subcontractor to rectify a non-compliant status within ten business days of notification will be considered as sufficient for the disqualification of the bidder and rejection of its proposal.
5. **Completion Schedule and Liquidated Damages**
- Time to complete: 36 months from Notice to Proceed
 - One option to extend for an additional 36-month period.
6. **Questions/Answers issued by Addenda**
- Written answers to questions will be provided to all plan holders via addenda posted on the DHHL website; any verbal responses by the Department shall not be binding.
 - Interested bidders are responsible to check on the DHHL website for issuance of any addenda.
7. **Deadlines**
- See attached Submittals and Deadlines Table.

8. Questions and Answers

There were no questions asked during the pre-bid conference that was not covered in the IFB.

**Grounds Maintenance for the Waiehu Kou Subdivision, Phases 2, 3, and 4
IFB-17-HHL-004
Submittals and Deadlines Table**

SUBMITTAL	DEADLINE
Standard Qualification Questionnaire	2:00 pm, January 24, 2017
Notice of Intent to Bid	2:00 pm, January 24, 2017
Written questions	4:00 pm, January 20, 2017
Issuance of Final Addenda <ul style="list-style-type: none"> • Interested bidders are required to check the DHHL website for any Addenda issued. 	4:00 pm, January 25, 2017
Bid Opening <ul style="list-style-type: none"> • Sealed Bid Offer form will be received by DHHL at Hale Kalaniana'ole, 91-5420 Kapolei Parkway, Kapolei, HI 96707. 	2:00 pm, February 3, 2017
Award of contract will be made to the lowest responsible and responsive "Total Sum Bid", approximately two weeks following bid opening and after certification of the bid tabulation.	

Grounds Maintenance of the Waiehu Kou Subdivisions - Ph. 2, 3, and 4

IFB-17-HHL-004

Pre-bid Conference (January 12, 2017)

Sign-In Sheet

<u>Name</u>	<u>Company</u>	<u>Phone</u>
Kehaulani Quartero	DHHL	620-9284
Richard Speer	DHHL	620-9287
Jose Gonzalez/Chucky's Landscape		298-4536
Ali Mokoisi - Tuna Landscaping		808-446-1930