

**ADDENDUM NO. 1**

July 24, 2023

PLANS, BID FORM, SPECIFICATIONS, CONTRACT AND BOND

FOR

**Kawaihae Water System**

**Operation and Maintenance Services**

KAWAIHAE, SOUTH KOHALA, ISLAND OF HAWAII, HAWAII

**IFB No.: IFB-24-HHL-002**

**ITEM NO. 2 PRE-BID CONFERENCE MINUTES AND SIGN-IN SHEET**

A Pre-bid conference was held on July 14, 2023 at 9:30, at Well Site located at 61-4077 Kalooloo Drive, Kawaihae followed by a site visit. The minutes from the meeting and the sign-in sheet are attached to **ADDENDUM NO. 1 (7-24-23)**

**ITEM NO. 2 CONTRACTOR QUALIFICATIONS:**

Prior to the start of the Scope of Services, Contractor shall provide certificates for Distribution System Operators (DSOs) which will be filed in the DHHL West Hawaii District Office.

**ITEM NO. 3 QUESTIONS AND ANSWERS:**

**Question:** What are the SCADA requirements?

**Answer:** The SCADA system, monitoring tank level and water quality, generates data for reports. Contractor will be required to monitor system continually and therefore shall have mobile access using device compatible with Mission SCADA system and App.

**Operation & Maintenance of the DHHL Kawaihae Water System**  
**KAWAIHAE, ISLAND OF HAWII, HAWAII**  
**Minutes for Pre-bid Conference and Site Visit**  
**9:30 a.m., Monday, July 14, 2023**

**IFB NO: IFB-24-HHL-002**

The Pre-bid Conference was conducted at the Well site located at 61-4077 Kalooloo Drive, Kawaihae followed by a Site Visit of the project site, DHHL Kawaihae Water System tank. Pre-bid meeting commenced at 9:30 AM. (See Attachment 1, sign in sheet for members in attendance.)

Richard Speer (DHHL) read through the project summary (See Attachment 2 for project summary.) Summary included Introductions, Purpose, Scope of Work, Procurement reminders, Completion Schedule and Liquidated Damages, and Deadlines.

A walk-through was conducted by Richard Speer (DHHL) to familiarize prospective bidders with the current site conditions.

Additional Notes:

- Contractor Qualifications: Prior to the start of the Scope of Services, Contractor shall provide certificates for Distribution System Operators (DSO's) which will be filed in the DHHL West Hawaii District Office.

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Questions/Answers:

- What are the SCADA requirements?
  - o The SCADA system, monitoring tank level and water quality, generates data for reports. Contractor will be required to monitor system continually and therefore shall have mobile access using device compatible with Mission SCADA system and App.

Changes to original RFQ:

- None

KAWAIHAE WATER SYSTEM OPERATION AND MAINTENANCE SERVICES  
 PRE-BID CONFERENCE  
 SIGN-IN SHEET

July 14, 2024 / 9:30 a.m., DHHL West Hawaii District Office

NAME	Organization	Phone	E-mail Address
Richard Speer, Project Manager	DHHL, Land Development Division	808-620-9287	<a href="mailto:Richard.a.speer@hawaii.gov">Richard.a.speer@hawaii.gov</a>
Guia Lasquete, Associate Principal	Rider Levett Bucknall	808-934-7953	<a href="mailto:Guia.lasquete@us.rlb.com">Guia.lasquete@us.rlb.com</a>
Wrindy Damo, Project Manger	Rider Levett Bucknall		<a href="mailto:Wrindy.damo@us.rlb.com">Wrindy.damo@us.rlb.com</a>
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**Kawaihae Water System**  
**Operation and Maintenance Services**  
**Kawaihae, South Kohala, Island of Hawaii**  
**IFB-24-HHL-002**

Pre-bid Conference and Site Visit  
9:30 a.m., Friday, July 14, 2023  
Well Site 1, 61-4077 Kalooloo Drive, Kawaihae, HI  
TMK (3) 6-1-008:011

1. Introductions

- Richard Speer, DHHL/ PW Branch Chief
- Guia Lasquete, Rider Levett Bucknall, Associate Principal
- Windy Damo, Rider Levett Bucknall, Project Manager
- Travis Gomes, Pural Water Specialty Co., Inc.

2. Purpose of Pre-Bid Conference

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

3. Scope of Work

Perform complete operation, maintenance, reporting, and repair services of the Kawaihae Water System, including all pumps, water tanks, distribution water lines, water meters and valves, backflow prevention assemblies, telemetering and electrical systems, possible solar panel system, equipment security fencing, and appurtenances. Also install or store new water meters and backflow prevention assemblies if needed, perform emergency call-outs, maintain vegetative growth and other ground conditions at facilities, and address other water system needs. Provide education and training relating to the Kawaihae Water System to interested homesteaders.

4. Procurement reminders

- General Excise Tax:
  - This project is not tax exempt.
  - Your bid proposal must be inclusive of General Excise Tax.
- A Notice of Intent is **required** for this project.
  - Due no later than 2:00 pm on Tuesday, July 18, 2023.

- Email to: richard.a.speer@hawaii.gov
    - Fax to: 808-620-9299
    - Mail to: 91-5420 Kapolei Parkway, Kapolei, HI 96707
  - An original with wet signature and notarized Standard Qualification Questionnaire for Offerors, SPO Form-021 is **required** for this project.
    - Due no later than 4:00 pm on Tuesday July 18, 2023
    - Drop off or mail to: 91-5420 Kapolei Parkway, Kapolei, HI 96707
    - Must be received and times stamped by our main office no later than 4:00 pm on Tuesday July 18, 2023.
  - Bid Offer Form
    - The Bid Offer Form is required to be uploaded to HlePRO along with your offer.
    - Failure to upload the Bid Offer Form may be grounds for not accepting the bid.
  - This bid is due on HlePRO at 2:00pm on Friday, July 28, 2023
  - It is the bidder's responsibility to check HlePRO for all addendums.
  - After offer is due 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 are encouraged to register 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 on HCE 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 of Performance: The time of performance for this project is 36 months.
  - There is an option to extend the contract for an additional 36 month period upon mutual agreement without the necessity to rebid.
  - Liquidated damages: \$250.00 per day.
6. Deadlines
- See attached Submittals and Deadlines Table.
8. Questions and Answers

- **What are the SCADA requirements?**
  - **The SCADA system, monitoring tank level and water quality, generates data for reports. Contractor will be required to monitor system continually and therefore shall have mobile access using device compatible with Mission SCADA system and App.**

**Kawaihae Water System**  
**Operation and Maintenance Services**  
**Kawaihae, South Kohala, Island of Hawaii**  
**IFB-24-HHL-002**

**Submittals and Deadlines Table**

SUBMITTAL	DEADLINE
Questions due on HlePRO	2:00 pm, July 18, 2023
Responses to questions released	4:00 pm, July 20, 2023
Notice of Intent to Bid	2:00 pm, July 18, 2023
Standard Qualification Questionnaire for Offerors	4:00 pm, July 18, 2023
Bid Opening <ul style="list-style-type: none"> <li>• Bid offer form shall be uploaded on HlePRO.</li> </ul>	2:00 pm, July 28, 2023
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.	