

NOTICE TO PROVIDERS OF PROFESSIONAL SERVICE

In accordance with Section 103D-304, HRS, the Department of Transportation (DOT), Harbors Division seeks the services of a qualified engineering firm with expertise in mechanical engineering consulting work.

The scope of work for this contract includes providing mechanical engineering services for the Special Maintenance program at commercial harbors statewide – Job H. C. 90091. The services for the Harbors Division include, but are not limited to, conducting field investigations, reviewing existing plans, preparing complete contract drawings, specifications, reports, and cost estimates, providing construction services, and other items relating to maintaining, altering, and modifying mechanical systems at various commercial harbors throughout the State of Hawaii.

The Harbors Division has budgeted \$200,000.00 for this contract.

Individuals or firms must submit a summary of their qualifications. The summary of qualifications will be evaluated by the following criteria:

1. Experience and professional qualifications relevant to the project = 40%
2. Past performance on projects of similar scope for public agencies or private industry, including corrective actions to unforeseen situations = 30%
3. Capacity to accomplish the work in the required time = 20%
4. Familiarity with Harbors Division facilities and structures = 10%

Include in your firm's summary 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.

The summary of qualifications must be received at the following address:

Mr. Darrell T. Young, Deputy Director
DOT – Harbors Division
79 S. Nimitz Highway
Honolulu, Hawaii 96813

In addition, interested individuals or firms who are not on the DOT's qualified list must also submit a separate PDF file of the following:

1. Letter of interest (including an email address for notification of future notices),
2. Completed [DPW Form 120](#) or [Standard Federal Form 330](#), and
3. Include in your firm's submittal 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. Any other related information.

The PDF file should be named the "Company's Name" and e-mailed to gregg.hirokawa@hawaii.gov.

The deadline to respond to this solicitation is 4:30 p.m., September 2, 2016.

The DOT, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252) and the Regulations of the U.S. Department of Transportation (Title 49, Code of Federal Regulation, Part 21) issued pursuant to such Act, hereby notifies all firms that it will affirmatively ensure that the contract entered into pursuant to this advertisement will be awarded without discrimination on the grounds of race, color, national origin, or sex.

Campaign contributions by State and County Contractors. Contractors are hereby notified of the applicability of Section 11-355, 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.

For additional information, please contact Mr. Gregg Hirokawa, Project Manager, at (808) 587-1985.

FORD N. FUCHIGAMI
Director of Transportation

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