

NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES

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

The scope of work for this contract includes providing architectural services for the Harbors Special Maintenance program at commercial harbors statewide - Job H.C. 90092. The services for the Harbors Division include, but are not limited to, inspections, surveys, architectural assessments/designs of harbors/waterfront facilities, conducting field investigations, reviewing existing plans, preparing complete contract drawings, specifications, reports, and cost estimates, providing services during construction, and other items related to maintaining, altering, or modifying architectural systems statewide.

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

Individuals or firms on the DOT's qualified list shall submit a summary of their qualifications that should include, and shall be evaluated by the following criteria:

1. Experience and professional qualifications relevant to this project = 40%,
2. Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies = 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 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.

The summary of qualifications shall be submitted to the following address:

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

Individuals or firms who are not on the DOT's qualified list, and wish to be considered in the selection for this project must also submit a separate PDF file of the following by the deadline as follows:

1. Letter of interest (including an email address for notification of additional advertisements);
2. Completed [DPW Form 120](#) or [Standard Federal Form 330](#),
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 branden.sumida@hawaii.gov.

The deadline to respond to this solicitation is 4:30 p.m. on August 29, 2016.

The Department of Transportation, 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 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. Branden Sumida, Project Manager, at (808) 587-1873.

FORD N. FUCHIGAMI
Director of Transportation

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