

**STATE PROCUREMENT OFFICE  
REQUEST FOR INFORMATION  
RFI NO. 22010**

**Request for Information for a State Contingency Category List**

**This Request for Information (RFI No. 22010) replaces the previous Request for Information for a State Contingency Category List (RFI-15-003).**

This RFI is being issued from the State Procurement Office (SPO) seeking general information, comments, and recommendations from potential vendors for category listings in preparation for disasters, to include but not limited to hurricanes, tidal wave, tsunami, earthquakes in the State of Hawaii (State). Interested parties should feel free to provide such information or any other information that may be useful for the State.

The SPO's mission, alongside the Hawaii Emergency Management Agency (HI-EMA) is to create a Disaster Preparedness online site that offers:

- Guidance, templates and forms on what procurement requirements are necessary during and after a disaster
- A comprehensive list of interested vendors who have the capabilities the State would need in a disaster

There are currently thirty-eight (38) contingency categories. The SPO is inviting vendors to participate on a **Contingency Category List** to be accessed during the event of a disaster. If one or more of the following products/services may be provided by your company, the SPO would like to hear from you.

## Contingency Categories

**NOTE:** The description listed below for each category heading are examples of what could be required during a disaster. This inquiry is to determine your interest and capability in responding to these types of examples.

This is a list of services, resources, and commodities that might be needed on an emergency basis immediately before, during, or after a disaster. These services, resources, and commodities might be needed on any and/or all of the populated islands of the State of Hawaii (Oahu, Maui, Hawaii, Kauai, Molokai, and Lanai).

<b>Category</b>	<b>Description</b>
<b>Emergency Staffing</b>	Provide staffing to support emergency operations in a disaster area under stressful circumstances, possibly in an austere environment. Personnel will work long hours in an emergency operations center or other facility as directed. Staffing needs include: Emergency Operations Center staffing (all sections / emergency support functions) at the state and county level; damage assessment personnel; building inspectors; sign language interpreters; translation services (predominantly Pacific area languages); crisis counselors; accounting and fiscal services; contracting personnel; security personnel; and care givers and nurses aides (congregate care facilities).
<b>Recovery Staffing</b>	Provide staffing to support recovery operations in a disaster area under stressful circumstances, possibly in an austere environment. Personnel will work long hours in a Joint Field Office, Division Field Office or other facility as directed to support state and sub-applicant recovery requirements. This RFI is meant to cover all recovery staffing needs and FEMA program areas, including, but not limited to: Public Assistance branch director; Public Assistance crew leaders; Public Assistance Program specialists; debris subject matter experts; Individual Assistance Branch Director; Individual Assistance Program managers and specialists; Hazard Mitigation Program managers and specialists; Environmental and Historic Preservation specialists; logistics section chief; logistics specialists; and other recovery staff as needed.
<b>Fuel</b>	Provide at least 5,000 gallons per day bulk fuel (diesel and/or gasoline) delivery and retail fuel dispensing for 30 days.
<b>Water</b>	Provide bottled water in 1 liter bottles and larger, 30,000+ gallons per day for 10/20/30 days. Produce bulk water for pickup by tanker truck – 100,000+ gallons per day for 10/20/30 days.
<b>Tanker Trucks for potable water delivery</b>	Provide at least 5,000 gallons per day bulk water delivery and/or retail water dispensing for 10/20/30 days, including personnel and equipment.

<b>Water purification units</b>	Provide unit capable of producing 10,000 gallons of potable water per day from sea water, brackish water and/or polluted fresh water sources, including power source and supplies for 30 days of operation. Delivered to intermediate staging base on west coast of US or affected island(s) within 48 hours of contract execution. Provide technician to train operators in local communities. Provide between 5 and 100 water purification units with the above specifications.
<b>Food (prepared meals)</b>	Provide up to 1,000,000 pre-packaged meals per day (in increments of 100,000 meals) to intermediate staging bases on West Coast or affected island(s) for 10 days.
<b>Food (bulk commodities)</b>	Provide bulk food commodities to feed 10,000-300,000 people 3 meals per day IAW USDA school nutrition program for 30 days, delivered to intermediate staging bases on West Coast or affected island(s).
<b>Food (special diets)</b>	Provide 10,000 pre-packaged vegetarian meals, 10,000 pre-packaged low-fat/low-sodium meals, and/or 50,000 pre-packaged meals suitable for seniors per day to intermediate staging bases on West Coast for 10 days or affected island(s).
<b>Logistics Management - Supply chain management</b>	Provide all elements of supply chain management from procurement through delivery to the State of Hawaii to support disaster response and recovery needs upon 24 hours notice for 60+ days.
<b>Management – In transit visibility</b>	Provide constant visibility of the status of all resources requested through the supply chain management system.
<b>Logistics Management - Staging area staffing</b>	Provide staff and equipment to support up to 3 staging areas on the West Coast and/or up to 6 staging areas in Hawaii (one each on Kauai, Oahu, Molokai, Lanai, Maui and Hawaii Islands) for up to 60 days.
<b>Logistics Management - Commodity points of distribution (CPOD)</b>	Provide from 1 to 40 teams to operate a commodity point of distribution serving 5,000 people per day for 15 days, renewable for another 15 days.
<b>Logistics Management - Warehousing</b>	Provide 50,000 square feet of covered and secured warehouse space for 30 days in designated port areas on the west coast of the US and/or in Honolulu.
<b>Emergency road clearing equipment</b>	Provide requested heavy equipment, including dump trucks, bulldozers, backhoes and skid steers, with licensed operators, to conduct emergency road clearance of debris along designated routes.

<b>Feeding of EOC staff</b>	Provide 4 meals per day for 15 days, renewable for another 15 days. This includes 2 hot meals per day in increments of 25 for up to 200 people and 2 box lunches per day in increments of 25 for up to 200 people delivered to Birkhimer EOC.
<b>Charter Air – damage assessments</b>	Conduct at least a 2-hour flight with at least one passenger with a video camera at heights allowing the assessor to determine the extent of damage to buildings and infrastructure, including, but not limited to, power lines, streets and bridges.
<b>Charter air (cargo and people)</b>	Provide air and passenger flight service between designated locations on the mainland and airports in Hawaii, including landing and taking off in Hawaii under visual flight rules. Provide cargo and passenger flights between islands within the state of Hawaii, including under visual flight rules conditions.
<b>Road cargo movement</b>	Provide movement of bulk cargo within 24 hours of notification.
<b>Sea cargo movement</b>	Provide movement of bulk cargo by sea from the west coast to Hawaii; provide movement of bulk cargo within the Hawaiian islands, including on-loading and off-loading using contractor-owned equipment, if needed.
<b>Ice</b>	Provide up to 100,000 lbs. of ice daily for up to 15 days, renewable for another 15 days.
<b>Base camp support</b>	Provide a complete base camp, with support staff and providing 2 hot meals and 1 box lunch per day, to house 500/1000/2500/5000 people, including all facilities necessary to support the population (showers, restrooms, dining facilities and food, washing machines, recreation facility, security). Up to 10 base camps.
<b>Mass feeding</b>	Provide a nutritionally balanced hot meal to 1,000 people on location and/or delivered to designated neighborhoods; provide a nutritionally balanced box lunch to 1,000 people on location and/or delivered to designated neighborhoods
<b>Generators (10+ kw - mainland)</b>	Provide requested generators within 48 hours to a designated west coast airport / seaport or affected island for a 60 day lease (from date of delivery to port to release of generators from the incident in Hawaii). State of Hawaii will then pay for shipment back to designated location of the vendor but will not pay lease rates during that time.
<b>Generators (10+ kw - Hawaii)</b>	Provide requested generators within 48 hours to an affected island for a 60 day lease.
<b>Donations Warehouse</b>	Provide 50,000 square feet of covered and secured warehouse space near major traffic routes for 30 days in the greater Los Angeles area. Renewable in 30 day increments.

<b>Dewatering Pumps</b>	Provide up to 500 (1000/2000) gallon per minute (GPM) pumps within 48 hours to a designated west coast airport / seaport or affected island for a 60 day lease (from date of delivery to port / affected island to release of pumps from the incident in Hawaii). State of Hawaii will then pay for shipment back to designated location of the vendor but will not pay lease rates during the shipment time back to the vendor.
<b>Infrastructure Repair - Emergency water pumping station repair</b>	Provide a team (personnel and equipment) to deploy within 48 hours notice to complete emergency repairs on one water pumping station. Up to 10 teams.
<b>Infrastructure Repair - Emergency bridge repair</b>	Provide a team, (personnel and equipment) to deploy within 48 hours notice for a 60 deployment to conduct emergency repairs on one 2-lane highway bridge at a time. Up to 10 teams.
<b>Infrastructure Repair - Emergency Pier Inspection</b>	Provide a licensed contractor to deploy within 48 hours notice to conduct emergency pier inspections. Up to 20 inspectors.
<b>Disaster Housing</b>	Construction Services
<b>Container Transportation</b>	Trucks and drivers to transport 40 ISO containers from point to point statewide (includes Molokai and Lanai)
<b>Container Rental/Leasing</b>	Rental of 20 and 40 ISO containers for short-term (90-day) and long-term (180-day) periods for emergency storage
<b>Container Handling</b>	Rental of container handling equipment and operators capable of loading/unloading 20 and 40 ISO containers on and off transportation chassis
<b>Material Handling</b>	Rental, sustainment, and operators of material handling forklifts and operators to handle pallets on and off chassis mounted containers statewide

<b>Warehouse Staffing</b>	Provision of material handling, unloading, pick & pack, and inventory personnel to support warehouse operations statewide
<b>Damage and Impact Assessment – Unmanned Aircraft Systems (UAS)</b>	Use of UAS to support State Emergency Management Operations during damage and impact assessments. UAS must be FAA-Certified and in compliance with Part 107. UAS must be available within 2 hours of requested deployment and available in all counties in State of Hawaii.
<b>Other Products or Services not listed above</b>	

## **RFI Response Format and Process**

This is a new RFI and a new process for collecting information. The State Procurement Office (SPO) in partnership with the Hawaii Emergency Management Agency is requesting all interested vendors to complete the RFI form on the following link:

<https://forms.office.com/g/3VjqWVNq4A>

The information provided on the RFI form will be compiled to create a vendor list:

- A. **Contact Information** – Company Name, Contact name, Business Address, Phone Number, Email Address
- B. **Service area** – check statewide or specific islands
- C. **Products and/or services able to provide in emergency** – check yes or no
- D. **Company website** – Company may list their website address to provide more information on their core competencies, past performance, differentiators, and corporate data.
  - Core competencies – introduction statement related to company’s core competencies, general business strategy and mission
  - Past performance – pertinent history details including customer base
  - Differentiators – what makes your company stand out from the rest?
  - Corporate data – company description including company size, number of employees, geographic service area

## **RFI Submission & Point of Contact**

**Information submitted via the form by June 13, 2022, will be included in the new vendor list.** A link to the new vendor list will be posted on the SPO website for the 2022 Hawaii hurricane season that runs from June 1 to November 30, 2022. Note: the previous vendor list created via RFI-15-003 will be discarded.

Going forward, the SPO will post a new vendor list each year in June for the Hawaii hurricane season. **A new list will replace the previous list each year.** If vendors would like to be on the vendor list, they must **fill out the RFI form once a year before the month of June.** If duplicate information is submitted throughout the year, the most current information will be included in the new list. Under special circumstances, the SPO may update the vendor list at other times of the year.

The State reserves the right to incorporate or not incorporate any information in the development of the Vendor List.

If you have any questions regarding this Request for Information, please email Carey Ann Sasaki at [careyann.r.sasaki@hawaii.gov](mailto:careyann.r.sasaki@hawaii.gov).



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Donna Tsuruda-Kashiwabara  
Procurement Officer