



**STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES
DIVISION OF BOATING AND OCEAN RECREATION**

**JOB NO. 23.03
Job Specifications / Solicitation Bid Requirements**

Job No. 23.03 Division of Boating & Ocean Recreation - Statewide
Annual Commercial Registration and Tow-In Decals for 2025

NOTICE TO BIDDERS

- In accordance with Chapter 103D, Hawaii Revised Statutes

Scope of Work:

The purpose of this solicitation is to solicit bids for a contractor to provide all labor and materials specified herein. Two items are to be provided, annual commercial registration decals and tow-in decals for 2025.

Description:

The decals shall have reflective sheeting consisting of lens elements enclosed within a transparent resin and shall have a pre-coated pressure sensitive adhesive backing protected by a removable liner. The retro reflective sheeting shall provide a weather resistant, smooth, flat, outer surface when finished with the material in the manner recommended by the retro reflective sheeting manufacturer.

Retro Reflective Sheeting Requirements:

A. Reflective Characteristics

1. The unprinted retro reflective sheeting shall have the following minimum brightness values expressed as average candlepower per square foot of material. Measurements shall be conducted in accordance with the reflective intensity testing procedures for reflective sheeting specified in Federal Specification LA-300C, "Sheeting and Tape, Reflective: Non-Exposed Lens, Adhesive Backing", Para. 4.4.7.

	White		
Observation Angles		0.2	0.5
Entrance Angles	-4	30.0	18.0
	40	6.0	5.0

2. Rainfall Performance

The brightness of the sheeting, totally wet by rain, shall not be less than 90% of the above values. Wet performance measurements shall be conducted at 0.2 observation and -4 entrance in accordance with the Rainfall Test Method specified in Federal Specification LS-300C, "Sheeting and Tape Reflective: Non-Exposed Lens, Adhesive Backing", Para. 4.4.9.4.

B. Adhesive

1. The pre-coated pressure sensitive adhesive shall form a durable vandal resistant bond to clean, dry, painted, varnished, fiberglass, aluminum, or steel surfaces. Surfaces may be moderately rough, pitted or waxed.
2. The protective liner attached to the adhesive shall be removed by peeling without soaking in water or other solvents and shall be easily removed after accelerated storage for four hours at 150°F under weight of 2.5 lbs. per square inch.
3. The adhesive shall not exude from edges of the sheeting when processed into the finished decal so as to cause stacked pieces to stick together during shearing, cutting, printing, handling, or while packaged in shipment and distribution.

C. Film

1. The sheeting shall have a similar diffuse (daytime) and reflected (nighttime) color.
2. The sheeting surface shall be readily cut/die cut without cracking, or flaking, and shall be compatible with transparent or opaque inks and protective finishing clear as designed and supplied by the reflective sheeting manufacturer for decal fabrication.
3. The decals processed and applied in accordance with the recommendations of the reflective sheeting manufacturer shall be easily cleansed of normal direct accumulation by washing with water and mild detergent. The surface shall be sufficiently solvent resistant to permit cleaning with solvents such as VW&P Naphtha, mineral spirits, turpentine, and other solvents commonly used on vessel finishes. Rinsed and dried, the surface shall show no appreciable change following cleaning when compared to a new clean decal surface.
4. Protective finished clear coating shall remain clear and durable as well as provide a compatible surface for direct application of additional registration decals.

D. Physical Characteristics

Retro reflective sheeting should be free from ragged edges, cracks, and blisters and be packaged in accordance with accepted commercial standards. Decals shall have a service life of a minimum of twelve (12) months.

Fabrication Requirements:

A. Annual Commercial Registration Decals (Item No. 1):

1. Design, Color, Shape and Size

The size, shape, and design of the decals, as well as the size and position of all printing, shall be in strict conformity with the attached sample and the following requirements. The shape of the commercial registration decal shall consist of cylindrical/ circle shape. Please see example for reference.

The commercial registration decals shall have a background sheeting of “Confirm” Brand Security Film No. 4230 (white). The border and wording shall be reversed printed in “Scotchlite” Brand Transparent Processing Color, **BLUE and a material of equal quality and color**. Finished decals must be clear coated with “Scotchlite” Brand Clear Coat No. 260 or a material of equal quality.

All wording and numeric shall be printed with “Scotchlite” Brand Process Color No. 200 (black) or a material of equal quality. The numeral month shall be followed by a slash and the year **“25”**.

The dimensions of each decal shall be three inches (3.0”) in diameter.

The adhesive protective liner on sheeting intended for fabrication of individual decals shall be scored at or near the center of each sticker for easy removal.

2. Serial Numbering Commercial Registration Decals:

Decals shall be manufactured in pairs, and each pair shall have identical serial numbers and must be easily separated.

Each pair of decals shall be printed with a serial number running consecutively from **B00001 to B12100 for 2025**. The serial number shall be printed with “Scotchlite” Brand Process Color No. 200 (black) or a material of equal quality.

See attached illustrations for reference:

Example_2025_front ; Example_2025_back

3. Quantity

<u>Month</u>	<u>Amount</u>	<u>Month</u>	<u>Amount</u>
01/25	600 pairs	07/25	800 pairs
02/25	800 pairs	08/25	800 pairs
03/25	900 pairs	09/25	800 pairs
04/25	1000 pairs	10/25	700 pairs
05/25	1300 pairs	11/25	900 pairs
06/25	1100 pairs	12/25	900 pairs

Total: 01/25 – 12/25 = 11,000 pairs

Blanks : 1,100 pairs

The remaining **1,100** pairs of decals shall have the month area left blank with the year imprinted on the decals. Example: (/25). If clarification is needed, please contact the ‘buyer’.

B. Annual Tow in Decals (Item No. 2):

1. Design, Color and Size

The size, shape, and design of the decals, as well as the size and position of all printing, shall be in strict conformity with the attached sample and the following requirements. The shape of the registration decal shall be square. Please see example for reference.

The annual tow in decals shall have a background sheeting of “Confirm” Brand Security Film No. 4230 (white). The border shall be reversed printed with “Scotchlite” Brand Transparent Process Color, **BLUE and a material of equal quality and color**. Finished decals must be clear coated with “Scotchlite” Brand Clear Coat No. 260 or a material of equal quality.

The “month number” shall be followed by a slash; the year of the decal expiration shall be “**25**”. All wording and numeric shall be printed with “Scotchlite” Brand Process Color No. 200 (black) or a material of equal quality.

The dimensions of each decal shall be three inches (3.0”) per side.

The adhesive protective liner on sheeting intended for fabrication of individual decals shall be scored at or near the center of each sticker for easy removal.

2. Serial Numbering Tow-In Decals:

Decals shall be manufactured in pairs, and each pair shall have identical serial numbers and must be easily separated.

Each pair of decals shall be printed with a serial number running consecutively from **T0001 to T1000 for 2025**. The serial number shall be printed with “Scotchlite” Brand Process Color No. 200 (black) or a material of equal quality.

3. Quantity – Tow-In Decals

<u>Month</u>	<u>Amount</u>
08/25	1000 pairs

See attached illustrations for reference:

Example_2025_front ; Example_2025_back

C. Application Instruction

Application instructions shall be printed on the back of each pair of decals. See attached sample for printing of application instructions.

D. Responsibility

The successful sheeting bidder shall furnish all inks, clear coating, and thinners needed to produce boat registration decals meeting the requirements of this specification.

E. Security Measures

The Contractor must provide adequate security methods and supervision to protect decals from hazard or loss. A complete description of the plant security precautions must accompany each bid. The State reserves the right to enter the vendor’s premises at any time during the production of decals to inspect the progress of production, the quality of workmanship, and the adequacy of security.

F. Workmanship

All workmanship shall be first class and done in accordance with generally accepted decal manufacturing standards.

G. Warranty

The decal manufacturer shall certify that all decals furnished conform to the specifications herein. The decal manufacturer shall replace all defective decals without further expense to the State.

H. Packaging

Decals shall be packaged in such a manner as to prevent sticking or damaging of printed surface while in transit or in storage.

I. Delivery

Delivery shall be made within thirty (30) calendar days from the date indicated in the Notice to Proceed.

J. Payment

Payment shall be made in lump sum to the vendor awarded the contract. Payment shall include labor, materials, State and Federal taxes and delivery.

Guarantee

The vendor shall submit a statement guaranteeing that the decals furnished will be free of any defective materials of workmanship for a period of 12 months from the date of delivery. The vendor shall further agree to furnish, at no cost to the State, labor and materials for replacement decals in which defects appear within the guarantee period.

CANCELLATION OF SOLICITATIONS AND REJECTION OF OFFERS

The solicitation may be cancelled, or the offers may be rejected, in whole or in part, when in the best interest of the purchasing agency, as provided in §3-122-95 through §3-122-97, Hawaii Administrative Rules.

AWARD

The State shall award the contract to the lowest responsive and responsible Bidder upon the submittal of all the contract documents. The Apparent Low Bidder has 10 days to furnish the State with the required submittals including Certificate of General Liability Insurance and Performance and Labor & Material Payment Bonds (if applicable). The award of the contract will be subject to the availability of funds. A contractor that has had a contract terminated or cancelled within the past five years for non-performance shall not be qualified to bid on this contract.

After the job has been awarded, a Purchase Order has been executed and the Notice to Proceed has been given, the contractor shall furnish the decals within twenty-one (21) days. If more time is needed, please notify the buyer.

All invoices shall be submitted for payment to the Kauai District Office, 2494 Niumalu Road, Lihue, HI 96766.

The Company shall provide the following REQUIREMENTS prior to the award and within 10 days after receiving the intent to award letter:

1. Certificate of Vendor Compliance - HCE

Additional Terms of the Contract:

Unless terminated, the contract may be extended without re-bidding, upon mutual agreement in writing between the State and the Contractor, prior to the expiration date, for not more than one (1) additional twelve (12) month period, or parts thereof. Provided, however, the contract price for the extended period shall remain the same or lower than the initial contract price, subject to any price increase allowed by the contract.

The Contractor or the State may terminate any extended contract period at any time upon ninety (90) days prior written notice.