

JOSH GREEN, M.D.
GOVERNOR | KE KIA'ĀINA

SYLVIA LUKE
LIEUTENANT GOVERNOR | KA HOPE KIA'ĀINA



DAWN N. S. CHANG
CHAIRPERSON
BOARD OF LAND AND NATURAL RESOURCES
COMMISSION ON WATER RESOURCE MANAGEMENT



STATE OF HAWAII | KA MOKU'ĀINA 'O HAWAII'
DEPARTMENT OF LAND AND NATURAL RESOURCES
LAND DIVISION

75 Aupuni Street, Room 204
Hilo, Hawaii 96720
PHONE: (808) 961-9590
FAX: (808) 961-9599

May 23, 2023

TO: Prospective Vendor

FROM: Pua Ishibashi, Land Agent
Hawaii District Land Office

RE: Uncle Billy's general cleanup, Hilo, Hawaii, TMK: (3) 2-1-005:033, (3) 2-1-005:034, (3) 2-1-005:035 and (3) 2-1-005:045 respectively.

PROJECT AREA:

Project area is the old Uncle Billy's Hotel, Restaurant and General Store (Uncle Billy's). Project area has been vacant for some time. Project area includes the property fronting Banyan Drive and extends back up to the buildings.

LONGTERM PLANS:

All buildings in project area will be demolished and removed at future date. Prior to demolition, a fence will be erected around the entire property to mitigate trash buildup and unauthorized entrance into area and surrounding buildings. This procurement is the first phase longterm plan.

SCOPE OF WORK (SOW):

Generally, we would like the front of this overall project area to be cleaned and to look better for the passing general public. We would like all trash removed from the site. We would also like all trees and brush removed except for the two large banyan trees and some of the tall palm trees as specified. See **Exhibit A** for maps, photos, and descriptions.

Specific areas and items under SOW.

- **Front area:**
Area parallel to Banyan Drive and sidewalk, remove all ground coverage and under growth in this area. Remove all roots. This may be done with pesticide or hand pulling, or a combination of both.
- The only vegetation to remain in this area are the two large banyan trees, the 12 or so tall palm trees, and the mondo grass on the right corner of this area.
- Remove signage in the mondo grass area (front-right corner of property).

- After all vegetation is removed (including roots) vendor shall lay down a minimum of 12 inches of mulch in this area to help minimize future vegetation (weed) growth.
- Areas within the mondo grass area, without mondo grass, may be filled in with mulch, otherwise do not cover growing mondo grass with mulch.

- **Vegetation island within parking area:**
- Remove all vegetation in this area except for the 13 or so tall palm trees.

- **Restaurant, Hotel, and General Store areas:**
- Remove all vegetation from the front and sides of these areas.
- All roots from all vegetation must be removed including tall palm trees.

- **Trash cleanup and removal:**
- Remove all trash from the project area.
- This includes all trash on sidewalks.
- This includes all trash under the roof of the front hotel entrance area.
- This includes all trash in parking lot and paved areas.
- This includes all trash in planting areas.
- However, this does not include any trash or vegetation in or on any buildings.
- **Definition:** Trash shall be defined as all trash, rubbish, junk, and debris. This includes, but is not limited to, paper, plastics, glass, wood, metal, fallen trees, branches, large palm leaves, etc.
- Trash does not include large rocks or stones that have been placed on the property, especially the beach/river stone in the front area parallel to the sidewalk and Banyan Drive.

- **Summary Notes:**
- All vegetation, including roots, to be removed from subject area with exception of 2 large banyan trees, tall palms in front of property parallel to sidewalk and Banyan Drive, and tall palms within vegetation island in parking area.
- The row of hibiscus on right-side boarder of property to remain.
- It is strongly recommended that Vendor visit site before submitting an Offer.

BID/CONTRACT PROVISIONS:

- Successful bidder shall start project as soon as possible, but no later than two weeks after contract is awarded (PO received).
- Note: It takes DLNR 4-6 weeks to process a PO.
- Project shall be completed as soon as possible, but no latter than two weeks after work is initiated.
- Contract payment will be contingent upon inspection and approval of work completed as per specified Scope of Work.

INSURANCE REQUIREMENT:

The following minimum insurance coverage(s) and limit(s) shall be provided by contractor:

Coverage

Limits (no less than)

Commercial General Liability \$1 million per occurrence/\$2 million aggregate

Automobile Liability \$1 million per accident

Each insurance policy required shall contain the following clauses:

1. “This insurance shall not be canceled, limited in scope of coverage or non-renewed until after 30 days written notice has been given to the State of Hawaii, department of Land and Natural Resources, Land Division, 75 Aupuni Street, Room #204, Hilo, Hawaii 96720.”
2. “The State of Hawaii is added as an additional insured as respects to operations performed for the State of Hawaii.”
3. “It is agreed that any insurance maintained by the State of Hawaii will apply in excess of, and not contribute with, insurance provided by this policy.”

The minimum insurance required shall be in full compliance with the Hawaii Insurance Code.

Prior to issuance of a purchase order, the Contractor agrees to deposit with the State of Hawaii, certificates of insurance necessary to satisfy the State that the insurance provisions have been complied with.

HAWAII COMPLIANCE EXPRESS:

Vendor compliance will be conducted via Hawaii Compliance Express (HCE). It is the responsibility of the Vendor to ensure they are registered with HCE and their information is updated and accurate.