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STATE OF HAWAII | KA MOKU'ĀINA 'O HAWAI'I
DEPARTMENT OF LAND AND NATURAL RESOURCES
KA 'OIHANA KUMUWAIWAI 'ĀINA
LAND DIVISION

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

September 8, 2020

TO: Prospective Bidders

FROM: Dan Gushiken, Land Agent
Hawaii District Land Office

SUBJECT: HIEPRO Bid Proposal for Arborist Services to Cut Down Subject Trees, poison stumps and all other invasive saplings within buffer area, and lay debris as low to the ground as possible on unencumbered State parcel located at portion of Kalamakowali, South Kona, Hawaii, TMK: (3) 8-2-005:004 & 001.

Dear Prospective Bidders:

Please submit an updated quotation for arborist services to cut all subject trees (2 Albizia trees identified in photos attached), poison stumps, poison all invasive saplings observed within buffer area, and lay all debris as low to the ground as possible on unencumbered State parcel located at Hawaiian Shores Subdivision, Waiakahiula, Puna, Hawaii, TMK: (3) 1-5-101:027. Please see Supplemental Attachments (on HIEPRO) and Scope of Work below for more details.

Please consult with adjacent private property owner if you would like to schedule a site inspection for viewing of subject trees and roots in order to get a better understanding of the scope of work. You may contact Ben Costa (adjacent private property owner (TMK: (3) 1-5-101:027) of 15-926 Punawai Ave., Pahoa, HI 96778 at (808) 225-0207 to schedule a visit.

SCOPE OF WORK

- Cut subject trees (2 Albizia Trees identified in photos attached) as low to the ground as possible. Poison stumps. Lay debris as low to the ground as possible and at least ten (10) feet away from State order. Return work areas back to its original state as much as possible.
- Poison any other invasive tree samplings found within a buffer as long as the subject private property border adjacent to the subject State property, and as wide as forty (40) feet away from the subject private property border.
- Take photos immediately after completing all work and submit (i.e. email) within seven (7) days.

For access onto private property, contact abutting private landowner, Ben Costa of 15-926 Punawai Avenue, Pahoa, HI 96778, at (808) 225-0207. Also, please notify abutting landowners prior to inspection and commencement of work activities.

Insurance Requirement:

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

<u>Coverage</u>	<u>Limits (no less than)</u>
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.

If you are interested, **please submit your bid offer on HIEPRO by 4:30 PM, September 22, 2023**, to qualify as a prospective bidder. Should you have any questions or concerns, feel free to contact Dan Gushiken at 961-9590, or email dan.k.gushiken@hawaii.gov. Thank you!