

**STATE OF HAWAII
DEPARTMENT OF HEALTH
LABORATORY**

SCOPE OF SERVICES

BACKGROUND

The State of Hawaii, Department of Health- Laboratory (“EMPLOYER”) is requesting for proposals for the replacement of an 8.5-ton Carrier packaged unit for the Waiakea Health Center located at 191 Kuawa Street # 205, Hilo, Hawaii 96720.

SCOPE OF WORK

The CONTRACTOR shall:

1. Assess the current A/C units ‘conditions.
2. Replace the packaged AC unit servicing Waiakea Health Center, Unit #205 location.
3. Shut down unit, remove, and dispose of per EPA Standards.
4. Install new unit and mount onto concrete slab.
5. Reconnect to existing electrical and duct work.
6. Repair current duct leaks.
7. Start up and check operations.
8. Provide standard manufacturer’s warranty and workmanship warranty.

SCHEDULE

The CONTRACTOR shall provide EMPLOYER with a timeline for Scope of Work to include lead times. Schedule should reflect services being completed with minimal disruption to STATE operations Monday through Friday, 7: 45am to 4:30 pm. Except for State Holidays, per the “Hawaii State Holiday Calendar.”

LOSS, DESTRUCTION, OR DAMAGE

In the event of loss, destruction, or damage of STATE property, the CONTRACTOR shall notify the Facility Contact. The CONTRACTOR shall be liable for all damages relating to the loss, destruction, or damage to STATE property.

OTHER

1. Invoicing for services by the CONTRACTOR shall be submitted via mail to:

DEPARTMENT OF HEALTH
HAWAII DISTRICT HEALTH OFFICE C/O LABORATORY
P.O Box 916
Hilo, Hawaii 96721-0916

2. Payments for invoices shall be paid through Purchase Order/ Check through the State of Hawaii, Department of Health.

3. The CONTRACTOR shall submit the following documents:
 - a. Certificate of Vendor Compliance
 - b. Certificate of Good Standing
 - c. Certificate of Liability Insurance