

PROVIDE MAINTENANCE SERVICES FOR GREASE TRAPS AT VARIOUS SCHOOLS ON THE  
ISLAND OF HAWAII FOR THE HAWAII STATE DEPARTMENT OF EDUCATION  
IFB D24-086

OFFER PAGE OF-1

Exact Legal Name of Offeror, including "dba" or "division" of a corporation (furnish the exact legal name of the entity under which an awarded contract, if any, will be executed):			
Address: Principal Place of Business (may not be a P.O. Box):			
Mailing Address (only if different):			
Payment Address (only if different)			
Offeror's Primary Contact Person: Name			
Title			
Telephone Number		Fax Number	
Email Address			
Federal Tax Identification Number:			
State of Hawaii General Excise Tax License Number:			
Type of Business Entity (check one):	<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Joint Venture <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Other _____		
If other than a Sole Proprietorship:	Offeror is either:  <input type="checkbox"/> A <b>Hawaii business</b> incorporated or organized under the laws of the State of Hawaii; <b>OR</b>  <input type="checkbox"/> A <b>Compliant Non-Hawaii business</b> incorporated or organized under the laws of the State of _____ on (date) _____, and, if applicable, registered with the State of Hawaii Department of Commerce and Consumer Affairs Business Registration Division to do business in the State of Hawaii.  Names of all Offeror's parent, affiliate and subsidiary organizations: _____		

The undersigned has carefully read and understands the terms and conditions specified herein and hereby submits the following offer to provide the goods and/or perform the work specified herein, all in accordance with the true intent and meaning thereof, and further that the Offeror shall comply with all terms, conditions and requirements of the solicitation. The undersigned further understands and agrees that by submitting this offer, 1) the undersigned is declaring the undersigned's offer is not in violation of Chapter 84, Hawaii Revised Statutes, concerning prohibited State contracts, and 2) the undersigned is certifying that the price(s) submitted was (were) independently arrived at without collusion.

\_\_\_\_\_  
Authorized (Original in ink) Signature

\_\_\_\_\_  
Name (printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**WAGE CERTIFICATE**

Subject:

Project Number	IFB D24-086
Project Description	<u>Provide Maintenance Services for Grease Traps for the Hawaii State Department of Education at Various Schools on the Island of Hawaii</u>

Pursuant to §103-55, HRS, I hereby certify that, if awarded a contract in excess of \$25,000.00, the services to be performed will be performed in accordance with the following conditions:

1. The services to be rendered shall be performed by employees paid at wages or salaries not less than wages paid to the public officers and employees for similar work, if similar positions are listed in the classification plan of the public sector.

Services Performed by Laborers and Mechanics:

The Contractor or the Contractor’s subcontractor shall give a copy of the rates of wages to each laborer and mechanic employed under the contract by the Contractor at the time each laborer and mechanic is employed; provided that the Contractor does not have to provide the Contractor’s employees the wage rate schedules where there is a collective bargaining agreement.

2. All applicable laws of the Federal and State governments relating to workers’ compensation, unemployment compensation, payment of wages, and safety will be fully complied with.

Contractor shall be obliged to notify its employees performing work under this contract of the provisions of §103-55, HRS, and the current wage rate for public employees performing similar work. The Contractor may meet this obligation by posting a notice to this effect in the Contractor’s place of business accessible to all employees, or the contractor may include such notice with each paycheck or pay envelope furnished to the employee

I understand that, in addition to the base wages required by §103-55, HRS, all payments required by Federal and State laws that employers must make for the benefit of their employees shall be paid.

Offeror \_\_\_\_\_  
Signature \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

Offeror: \_\_\_\_\_

**EXHIBIT A**

**OFFEROR INFORMATION**

Offeror shall provide the Exhibit A, including attachments if applicable, within three (3) working days from STATE's request.

**A.** Percentage of the unit bid price that represents labor costs: \_\_\_\_\_

**B.** Percentage of the unit bid price per trap that represents the County of Hawaii sewage/sludge disposal fees: \_\_\_\_\_

**C.** Percentage of the unit bid price per trap that represents the County of Hawaii solid waste landfill disposal fees for solidified grease: \_\_\_\_\_

**E.** Offeror shall provide the following **Office Location**:  
Offeror shall have an office within the County of Hawaii from where business is conducted and from where the company is accessible to telephone calls for complaints or requests that need immediate attention. An answering service is not acceptable.

Contact Name: \_\_\_\_\_  
Office \_\_\_\_\_  
Street Address (on Hawaii): \_\_\_\_\_  
\_\_\_\_\_

E-mail Address: \_\_\_\_\_

Office Telephone: \_\_\_\_\_ Cell Telephone: \_\_\_\_\_

Fax No: \_\_\_\_\_ (Answering service and/or machine is not acceptable)

**F. EXPERIENCE**

At the time of bidding, Offeror shall have a minimum of five (5) consecutive years of experience in providing grease trap maintenance. If Offeror is owned by a parent company in which the parent company has the required five (5) years' experience, the Offeror shall also qualify for the experience required pending verification. Offeror must be able to produce documented grease trap maintenance experience to substantiate their claim of experience upon request.

Number of consecutive years of  
experience in providing grease trap  
maintenance \_\_\_\_\_ Years

**D. LICENSE AND/OR PERMIT**

At the time of bidding and throughout the contract period, Offeror shall provide a copy of an active County Permit to pump, haul, and dispose of waste issued by the County of Hawaii.

Copy of an active County Permit to  
pump, haul, and dispose of waste  
issued by the County of Hawaii  
attached.  Yes

Offeror: \_\_\_\_\_

**E. PERSONNEL**

At time of bidding and throughout the contract period, Offeror shall designate at least one (1) employee as the STATE point of contact (POC) for this contract. This individual shall be based on Kauai and shall be available during regular business hours, 7:45 a.m. to 4:30 p.m. Hawaii Standard Time (HST), Monday through Friday, excluding holidays, and shall be capable of answering questions, resolving problems, and providing sales, ordering, and follow-up assistance.

POC Name \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
Fax Number \_\_\_\_\_  
Email Address \_\_\_\_\_  
Business Hours \_\_\_\_\_

**G. REFERENCES**

Offeror shall provide the names of at least three (3) references with whom Offeror has done business in the past and who can attest to the quality level and reliability of all aspects of Offeror's work and service. The STATE reserves the right to contact these references to verify Offeror's quality level and reliability.

Company 1 \_\_\_\_\_  
Address Line 1 \_\_\_\_\_  
Address Line 2 \_\_\_\_\_  
Business Phone Number \_\_\_\_\_  
Email Address \_\_\_\_\_  
Company 2 \_\_\_\_\_  
Address Line 1 \_\_\_\_\_  
Address Line 2 \_\_\_\_\_  
Business Phone Number \_\_\_\_\_

Offeror:

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Email Address

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Company 3

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Address Line 1

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Address Line 2

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Business Phone Number

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Email Address

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