

Women's Community Correctional Center
42-477 Kalaniana'ole Highway
Kailua, HI 96734

**2024-2025 SPECIFICATIONS FOR PREVENTATIVE MAINTENANCE CONTRACT
COMMERCIAL WASHER, DRYERS AND LINT COLLECTOR SYSTEMS**

WCCC has three (3) Speed Queen Washer Model No.SCN060KN, three (3) American Dryer Model No.ES-G76 and one (1) Lint Collector OPL-201 and requires monthly maintenance.

Vendor is required to perform a site inspection in order to bid for all systems listed and priced accordingly. Vendor employees must pass a security background clearance prior to entry into the facility. Social security numbers, date of birth and full name must be provided prior to entry and will be handled in compliance with all identity theft laws and regulations. See attach for Background Check Application Form and Consent to Search Form. Forms shall be submitted NO LATER than **Friday, July 5, 2024 at 9:00am**. You will not be allowed to bid or enter the facility without a clearance(s).

Email Background Check Application Form and Consent to Search form to Ashley.K.Kamelamela@hawaii.gov.

On-Site Visit: [Wednesday, July 10, 2024 at 9:00am](#)

Offeror shall have a permanent office and representative(s) in Oahu; Mainland/Off island base office and representatives will not be accepted.

Unit Bid Price must include all costs for labor and service applicable taxes to do **monthly routine** maintenance for laundry equipment. Estimate for repairs shall be submitted prior to repair for approval. Parts for equipment shall be readily available for repairs.

Vendor must be able to respond to emergency services calls within 1 hour receipt of call. If a site visit is required vendor must be on premises within 2 hours of the emergency request.

Vendors shall submit a minimum of 2 references of current companies that the vendor currently under contract. Failure to submit references will be disqualified.

Solicitation Includes:

- Clean soap dispensers.
- Clean/replace the water filter inlet screens.
- Check/replace inlet and outlet hoses.
- Check/replace belts from the motor to drum on machines.
- Check machines belts for cracks and replace.
- Clean machine tumblers yearly.
- Check/replace seals around washer/dryer doors.

- Clean any lint accumulation in and around the motor(s) casing opening.
- Vacuum the exhaust duct monthly.
- Inspect and remove exhaust lint accumulation in furnished exhaust ductwork system and from dryer's internal exhaust ducting. **Every 6 months**
- Inspect/replace lint screen.
- Check the outside weather hood and ensure the dampers are working properly. Dampers cleaned **Annually**

Contact Person: Chasity Kalawe, IFS: Chasity.Kalawe@hawaii.gov.

Maintenance Service- 12 month period, begins July 17, 2024 to July 16, 2025