

DEPARTMENT OF HAWAIIAN HOME LANDS
STATE OF HAWAII
Land Development Division

September 16, 2024

Date

ADDENDUM NO. 1
TO
IFB-25-HHL-007

INVITATION FOR BIDS
FOR
LA'I 'ŌPUA BRUSH MAINTENANCE
KEALAKEHE, NORTH KONA, COUNTY OF HAWAI'I

Notice to All Prospective Offerors

This addendum is hereby made a part of the contract documents for La'i 'Ōpua Brush Maintenance, IFB-25-HHL-007, and it shall amend the said contract documents as detailed within this Addendum.

APPROVED:



R. Kalani Fronda, Acting Administrator
Land Development Division

Date: 9/16/2024

Please execute and return immediately to the Department of Hawaiian Home Lands, via email to sara.t.okuda@hawaii.gov.

Receipt of Addendum No. 1 for La'i 'Ōpua Brush Maintenance, Invitation for Bids No.: IFB-25-HHL-007, is hereby acknowledged.

Signature: _____
Print Name: _____

Title

Name of Firm/Company

Date

ADDENDUM NO. 1 TO IFB-25-HHL-007
SEALED BIDS
FOR
LA'I 'ŌPUA BRUSH MAINTENANCE

This Addendum shall incorporate the following amendments:

PRE-BID MEETING

Pre-bid Conference Meeting Minutes attached.

La‘i ‘Ōpua Brush Maintenance,
Kealakehe, North Kona, County of Hawai‘i
IFB-25-HHL-007

Pre-bid Conference
10:00 a.m., Thursday, September 12, 2024
Microsoft Teams Meeting
Agenda and Minutes
Minutes in Red

1. Introductions

Department of Hawaiian Home Lands – Land Development Division

- Sara Okuda, DHHL Engineer
- James Du Pont, West Hawai‘i District Supervisor
Construction Management – SSFM International, Inc.
- Austen Drake, General Manager, Hawai‘i Island
- Sonny Keakealani, Construction Manager
- Jason Egami, Inspector SSFM International, Inc.
- Melanie Cussac, SSFM International, Inc.

Attendance in Red

- Sara Okuda, DHHL Engineer
- Sonny Keakealani, SSFM International, Inc., Construction Manager
- Melanie Cussac, SSFM International, Inc.
- Lenny Gacayan, Kahakai Landscaping
- Orion, Hawaii Land Stewards

2. Purpose of Pre-Bid Conference

- To provide potential bidders with a project overview and job site visit.
- To review procurement requirements and allow potential bidders to ask questions and obtain clarification on the bid documents. A written summary of this pre-bid conference will be issued as an Addendum.
- Requests for clarifications and any questions after this meeting shall be posted on HiePRO no later than 2:00 pm, H.S.T, September 17, 2024. Responses to all questions received will be posted on HiePRO no later than 4:00 pm, September 19, 2024.

3. Scope of Work

- This project consists of furnishing all labor, equipment, and supervision for the periodic maintenance of brush and vegetative growth in the Villages of La‘i ‘Ōpua. Work consists of cutting, mowing, and trimming vegetative ground cover, and properly disposing of green waste and debris off-site from vacant lots, sidewalk planting strips, drainage ditches, drainable

culverts, easements, and other common areas within the DHHL's Villages of La'i 'Ōpua.

- Initial brush clearing- flush with ground, avoiding endemic plants, and cutting removed from site on 1 Uhiuhi tree preserve (TMK (3)7-4-022:101).
- Maintenance, as needed, when the vegetation is about 1-foot tall. Approximating 24 occurrences of maintenance over a 24-month period to be performed starting December 2024 until December 2026.
- Fire Contingency Plan

4. Procurement reminders

- This project is not tax exempt. Your bid proposal must be inclusive of General Excise Tax.
- This project is subject to Chapter 104 HRS, Wages & Hours of Employees on Public Works.
- Bid offer form shall be electronically submitted via HIePRO before 2:00 pm, September 27, 2024.
- After offer is due and prior to award of the contract, the Department shall verify compliance with Sections 103D-310 and 103D-328 HRS via Hawaii Compliance Express (HCE) for the bidder and all subcontractors. Therefore, the bidder and all subcontractors are encouraged to register with HCE. Instructions for registration are at the HCE website: <http://vendors.ehawaii.gov>.
- Failure by the bidder and/or any subcontractor to rectify a non-compliant status on HCE within ten business days of notification will be considered as sufficient for the disqualification of the bidder and rejection of its proposal.
- Award of contract will be made to the lowest responsible and responsive "Total Sum Bid", approximately two weeks following bid opening and after certification of the bid tabulation.

5. Completion Schedule

- Maintenance as needed when vegetation reaches 1-foot tall, approximately 24 occurrences of maintenance over a 24-month period.
- DHHL would like contractor to schedule maintenance as needed without being instructed to do so. however, if/when instructed that maintenance is needed, work shall start within 7 days of notice.
- Time of performance for this contract: work for TMK 3-7-4-022:101 to start 30 days from NTP.
- Contract Time: 2 years, with 2 options to extend for 2 years each. 730 calendar days from Notice to Proceed.

6. Questions

- Q: What is the prevailing wage rate?
A: The State wage rate schedule is included in the bid documents. Wage rate should fall under landscaper and maintenance.
- Q: With the fire plan if it is not good enough will it determine if your bid will be rejected?
A: No, Fire Contingency Plan will be submitted once you are awarded the contract and prior to start of any work. If the submitted plan is rejected, we will work with you to revise it for approval.
- Q: Confirming if a bid bond is needed for the project. It was stated on the bid documentation that a bond is not needed but the bid bond form was attached. Will it be needed?
A: A bid bond is not required for this project. The forms in the IFB are the standard DHHL forms.
- Q: Will a contractor's license be needed for the project?
A: Yes. It will be needed per the DHHL General Conditions- at least a C-27b landscaper license is required in the State of Hawaii.

7. Questions/Answers issued by Addenda

- All questions shall be posted on HiePRO by 2:00 pm HST, September 17, 2024.
- The answers to those questions will be posted on HiePRO by 4:00 pm HST, September 19, 2024.

8. Site Visit

- Contractors are free to view site from sidewalks or where it is accessible.