

STATE OF HAWAII

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
OFFICE OF ENTERPRISE TECHNOLOGY SERVICES

HONOLULU, HAWAII

INVITATION FOR BIDS
No. IFB-25-010

SEALED BIDS
FOR
COMPREHENSIVE ROUTINE MAINTENANCE AND EMERGENCY SERVICE OF
EMERGENCY GENERATOR SYSTEMS AND THEIR ASSOCIATED EQUIPMENT,
INCLUDING REFUELING SERVICES, AT ETS RADIO FACILITIES

will be received by 2:00 P.M. (HST)
on
October 30, 2024

By submission to the State of Hawai'i eProcurement System (HlePRO)



Keith A. Regan, Comptroller

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COMPREHENSIVE ROUTINE MAINTENANCE AND EMERGENCY SERVICE OF EMERGENCY
GENERATOR SYSTEMS AND THEIR ASSOCIATED EQUIPMENT, INCLUDING REFUELING
SERVICES, AT ETS RADIO FACILITIES
IFB-25-010

Chief Information Officer
Department of Accounting and General Services
Office of Enterprise Technology Services
State of Hawai'i
1151 Punchbowl Street, Room B-10
Honolulu, Hawai'i 96813

Dear CIO:

The undersigned has carefully read and understands the terms and conditions specified in the Specifications, Special Provisions, and in the General Conditions, Form AG-008 103D (Rev. 02/xx/14) attached to IFB-25-010 and hereby submits the following offer to perform the work specified herein, all in accordance with the true intent and meaning thereof.

The undersigned further understands and agrees that by submitting this offer, 1) he/she is declaring his/her offer is not in violation of Chapter 84, Hawai'i Revised Statutes, concerning prohibited State contracts, and 2) he/she is certifying that the price(s) submitted was (were) independently arrived at without collusion.

Date: _____
Telephone No.: _____
Fax No.: _____
E-mail Address: _____

Respectfully submitted,

Exact Legal Name of Bidder

Payment address, if other than street
address at right:

Authorized Signature (Original)

Title

Street Address

Hawai'i General Excise Tax Lic. I.D. No.:

City, State, Zip Code

Social Security or Federal I.D. No.:

If Bidder shown above is a "dba" or a "division" of a corporation, furnish the exact legal name of the corporation under which the contract, if awarded, will be executed:

Bidder is: _____ Individual _____ Partnership _____ Corporation _____ Joint Venture _____ Other
(specify)

State of incorporation: Hawai'i _____ *Other _____
(Specify jurisdiction)

*If "other", is corporate seal available in Hawai'i? _____ Yes _____ No

**The following bid is hereby submitted for the Comprehensive Routine Maintenance and
Emergency Service of Emergency Generator Systems and Their Associated Equipment, Including
Refueling Services, at ETS Radio Facilities (IFB-25-010)**

1. Emergency Generator System & Its Associated Equipment at Kukui, Kauai:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

2. Emergency Generator System & Its Associated Equipment at Kukuilono, Kauai:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

3. Emergency Generator System & Its Associated Equipment at Kilohana, Kauai:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) _____ \$

4. Emergency Generator System & Its Associated Equipment at Lihue SOB, Kauai:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

BIDDER MAY E-SIGN, OR WET SIGN, BUT MUST SIGN ALL PAGES OF THE OFFER FORM.

EXACT LEGAL NAME OF BIDDER (COMPANY): _____

AUTHORIZED SIGNATURE (ORIGINAL): _____

TITLE: _____

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5. Emergency Generator System & Its Associated Equipment at Pahole, Oahu:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

6. Emergency Generator System & Its Associated Equipment at Mt. Kaala, Oahu:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

7. Emergency Generator System & Its Associated Equipment at LAK SOB, Oahu:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

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AUTHORIZED SIGNATURE (ORIGINAL): _____

TITLE: _____

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8. Emergency Generator System & Its Associated Equipment at Round Top, Oahu:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

9. Emergency Generator System & Its Associated Equipment at Koko Head, Oahu:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

10. Emergency Generator System & Its Associated Equipment at Puu Nana, Molokai:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
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AUTHORIZED SIGNATURE (ORIGINAL): _____

TITLE: _____

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11. Emergency Generator System & Its Associated Equipment at Puu Kilea, Lanai:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

12. Emergency Generator System & Its Associated Equipment at Wailuku SOB, Maui:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

13. Emergency Generator System & Its Associated Equipment at Haleakala ETS, Maui:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

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AUTHORIZED SIGNATURE (ORIGINAL): _____

TITLE: _____

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14. Emergency Generator System & Its Associated Equipment at Kahua Ranch, Hawai'i:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

15. Emergency Generator System & Its Associated Equipment at Kaupulehu, Hawai'i:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

16. Emergency Generator System & Its Associated Equipment at Humuula, Hawai'i:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

17. Emergency Generator System & Its Associated Equipment at Mauna Loa, Hawai'i:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

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EXACT LEGAL NAME OF BIDDER (COMPANY): _____

AUTHORIZED SIGNATURE (ORIGINAL): _____

TITLE: _____

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Emergency Service of Emergency Generator Systems and Their Associated Equipment, Including
Refueling Services, at ETS Radio Facilities (IFB-25-010)**

18. Emergency Generator System & Its Associated Equipment at Hilo Harbor, Hawai'i:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

19. Emergency Generator System & Its Associated Equipment at Hilo SOB, Hawai'i:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) _____ \$

20. Emergency Generator System & Its Associated Equipment at Waiakea, Hawai'i:

- A. Charge **per event** for Major Service _____ \$
- B. Charge **per month** for Routine Maintenance _____ \$
- C. Mobilization charge **per event** for Emergency Service _____ \$
- D. Charge **per hour** for Emergency Service beyond 2 hours _____ \$
- E. Service charge **per gallon** (above fuel cost) for refueling _____ \$
- Total (1 X A) + (12 X B) + (1 X C) + (4 X D) + (200 X E) _____ \$

21. Repair and or Replacement Labor Costs:

- Regular Labor Hourly Charge _____ \$
- Overtime Labor Hourly Rate _____ \$
- Holiday Labor Hourly Rate _____ \$
- Total
(8 X Regular Rate) + (8 X Overtime Rate) + (8 X Holiday Rate) _____ \$

Total (Sum of 1-21 Totals) _____ \$

BIDDER MAY E-SIGN, OR WET SIGN, BUT MUST SIGN ALL PAGES OF THE OFFER FORM.

EXACT LEGAL NAME OF BIDDER (COMPANY): _____

AUTHORIZED SIGNATURE (ORIGINAL): _____

TITLE: _____

INSURANCE COVERAGE (if applicable)

	<u>Carrier</u>	<u>Policy No.</u>
1. Commercial General Liability	_____	_____
2. Worker's Compensation	_____	_____
3. Temporary Disability	_____	_____
4. Prepaid Health Care	_____	_____
5. Automobile Insurance	_____	_____

CONTRACTORS LICENSE

Bidder has attached a copy of its current State of Hawai'i C-13 (Electrical Contractor 600 volts or less), C-15 (Electronic Systems Contractor), or C-15b (Telecommunications Contractor) Contractor's License.

FACTORY TRAINING CERTIFICATION

Bidder has attached copies of employees' factory training certifications as noted in section 2.1 of this IFB.

REFERENCES

Bidder shall list below the names and addresses of two (2) customer references operating in the State of Hawaii, to whom it has provided or is currently providing maintenance services for permanently installed Emergency generators of 20 kVA or larger capacity that is substantially similar to those requested herein:

	<u>Name</u>	<u>Address</u>	<u>Contact Person</u>	<u>Telephone No.</u>
1.	_____			
2.	_____			

BIDDER: _____

SIGNATURE, AMOUNTS, AND OTHER INFORMATION MAY BE ESIGNED OR ENTERED WITH PERMANENT INK.

SPECIFICATIONS

1. INTRODUCTION

The State of Hawai'i, Department of Accounting and General Services (DAGS), Office of Enterprise Technology Services (ETS), owns and operates emergency generator systems at remote radio facilities and at State office buildings located statewide. Twenty (20) facilities are covered by this bid. ETS's emergency generators are rated Level-2 by the National Fire Protection Association and are hard wired into each facility's electrical distribution system through an intelligent Automatic Transfer Switch (ATS). These generator systems, Automatic Transfer Switches, and their associated chargers, fuel delivery systems, fuel polishing systems, and monitoring and alarm electronics provide backup electrical power for the vital government telecommunications equipment located at these sites and must be ready to function at all times in case of a commercial power failure. Four (4) of these radio facilities are located in remote areas that require the use of a four-wheel drive vehicle to safely access the facility, while for some other sites, four-wheel drive is recommended. The only access to the facility at Haleakala summit requires that the Bidder obtain special permits to travel and transport fuel through the U.S. National Park. Permit to be submitted at time of bid. Subcontracting is permitted however subcontractor's permit is to be submitted at time of bid.

2. BID SPECIFICATIONS

2.1 Overview

For this contract, the successful Bidder shall be responsible for all actions to ensure that ETS's emergency generators and their related control, fuel, and alarm systems are maintained, functioning, fully fueled, and ready to operate at all times. Service provided by the Bidder for this contract shall include, but is not limited to, routine, thorough inspections that include written reports, full system testing, and maintenance in accordance with the best commercial practice for maintaining emergency generators and their related systems that include, but are not limited to, Automatic Transfer Switches, motor starting batteries, battery chargers, fuel storage and delivery systems, fuel polishing systems, monitoring, control, and alarm electronics, electronics and control system batteries, and the telemetry, status, control, and alarm interfaces on all of these systems.

All labor, wages (both regular and overtime), personnel travel costs, per diem, parts, materials, supplies, consumables (such as, but not limited to filters, lubricants, fuel additives, and coolant), batteries belts, hoses, tools, equipment, safety gear, costs for storage, transportation (see exception for Emergency Service), shipping, supervision, access fees, inspection fees, and taxes as required to accomplish the maintenance activities described herein shall be included in the contract price bid.

The employees of the Bidder who work on this contract shall show certification of having received and passed factory training on the specific units to be maintained. The Bidder shall possess and use for this work, factory-approved electronic tooling and/or software that are required by the manufacturer to properly test, diagnose, repair, maintain, and adjust the units and their control systems.

2.2 Locations and Equipment

The list of equipment for each site in this section may not include all of the items and equipment at any given site that are to be maintained at that site. However, the Bidder is responsible for maintaining all of the items and for accomplishing work detailed elsewhere in this specification regardless of the completeness and/or correctness of the list and/or details provided in this section. The equipment and components identified herein by ETS represent a "best effort" and may not be complete or comprehensive. ETS strongly recommends Bidders attend the pre-bid site visits.

1. **Kukui, Kauai:**

Located on the left side of the road approximately 8.75 miles up Highway 550 from the turn off Kaunualii Highway in Waimea.

Cummins Generator
20kW, single phase, diesel
ATS 225A

2. **Kukuiolono, Kauai:**

Located on Kukuiolono Golf course in Kalaheo, Kauai.

Cummins Generator, 15 kW Model C15D6
ATS on Generator.
Phase = 1 Hz = 60 Wire = 3

3. **Kilohana, Kauai:**

Located on Grove Farm property west (mauka) of the agricultural fields above Lihue several miles past the end of Ehiku Road in Lihue, Hawai'i. **Four-wheel drive recommended for access.**

Cummins Generator, 35 kVA Model GGFD-5635505
Onan transfer switch, 225 Amp Model OTPCB-5635501
Phase = 1 Hz = 60 Wire = 3
Cummins model 300-3152-03 2-Amp Battery Charger
600A SRM-27 starting battery

4. **Lihue SOB, Kauai:**

Located at 3060 Eiwa Street, Lihue, HI 96766.

CAT Generator 80kW Model D80-6
80kW, three phase, 278A, diesel
CAT ATS

5. **Pahole, Oahu:**

Located on the grounds of the DLNR Mokuleia rare plant nursery past Peacock Flats. The access road turns off main road roughly 2.3 miles past Waialua High School.

MTU Onsite Energy Model MTU 4R0113 DS100
100kW, three phase, 346A, Diesel
ATS, Model Emerson
ASCO 7000 PTS
Day Tank Tramont Model UTRS 50
Ronan Tank Monitor Series X76CTM-N4

6. Mt. Kaala Air Force Station (AFS), Oahu:

1-mile past Waialua High School begins the seven-mile long access road off Dillingham Highway to the Mt. Kaala radio facility. Several buildings are at the summit and there are areas where you are prohibited from driving. Bidders are strongly recommended to attend the optional pre-bid meeting. **Four-wheel drive required for access.** Access restricted to pre-bid visitors and employees that have been granted access by the Air National Guard and the FAA.

MTU Model: 4R0113 DS40
40kW, three phase, 208V, 140A, Diesel
Fuel tank size : 500 gallons
ATS: ASCO Model: D03ATSA3200CG0C

7. Leiopapa A Kamehameha SOB (LAK SOB), Oahu:

Located at 235 S. Beretania Street, Honolulu.

ASCO 7000 Series transfer switch, 150 Amp [Note: 480 Volts, 3-phase]
Catalog number E7ADTBA30150N5XC

****NOTE**** at this location check air conditioning breakers after transfer test is completed

8. Round Top, Oahu:

Located within the Puu Ualakaa State Park at 3270 Round Top Drive, Honolulu 96822.

CAT Model D60-8S
50kW, 1 Phase, 120/240V, Diesel
Emerson ASCO 7000 transfer switch, Model 2P400A
120/240V, 1 Phase

9. Koko Head, Oahu:

Located within the Hanauma Bay Nature Preserve about one mile south of Kalaniana'ole Highway, State Route 72, at 7501 Kalaniana'ole Highway, Honolulu.

Caterpillar Olympian Generator, 75 kVA Model G75F3S
Day tank and 2x500 gallon diesel Convault tank
Caterpillar transfer switch Entelli-Switch 250
Sens FCA12-10-2411U Automatic Two Rate Charger

10. Puu Nana, Molokai:

Located about 5 miles west of the Molokai Airport off Maunaloa Road, State Route 460. A 1/2 mile dirt access trail leads south to the facility. It is located near other communication facilities. This remotely located radio facility does not have a street address. **Four-wheel drive required for access.**

Cummins model DGCA-5735724 Diesel Emergency Generator, 50 kW, 3-phase, serial number G050810414 (wiring diagram 0612-6764) with PowerCommand 2100 digital generator set control.

Commercial grade generator starting battery, BCI number 4D, 1250 Cranking Amps at 32° F.

Cummins model BTPCB-5735725 225-Amp 3-phase Bypass Isolation Automatic Transfer Switch, serial number G050809785 (wiring diagram 0626-2334).

Starting battery charger 12-Volt, 15-Amp capacity (installed inside Automatic Transfer Switch).

Convault model RNE-250-3SF dual 250 gallon primary above ground diesel tank, serial number P560449.

Tramont UTRS-25 25 gallon Day Tank, serial number 59564 with Leeson A4C17DB2G pump motor.

Pneumercator model TMS2000 Tank Management System with LC1001.

Puu Nana does not have a fuel polishing system at this time.

11. Puu Kilea, Lanai:

Located in the forest above Lanai City on Munro Trail, approximately 3 miles past the end of the paved section of the trail. This remotely located radio facility does not have a street address. **Use of a four-wheel drive vehicle is required to safely access the Puu Kilea radio facility.**

Kohler generator, 49 kVA, single phase

Model: 60REOZJC

Specification: GM57153-GA1

Controller Assembly: GM10193-1

Serial: 2264965

John Deere 3.0 L engine

Model: PE5030L019803

Generator Starting Battery rated at 820 CCA at 0°F

Kohler Power Systems Battery Charger

Part Number: D-292863

Kohler Bypass Isolation Transfer Switch

Model: KGP-DFNA-0260S (Material MODELK1)

Serial: K2265317

3-wire, 2-pole, 240-VAC, 260-Amps, single phase

Accessories: GM46258KA1 and GM46888KA1

RCI Technologies Automatic Fuel Recirculating System

Model: FRS-660

Ronan Continuous Tank Monitor

Model: X76CTM-N4-1

Serial: 26-7084

Day tank and 1,000 gallon single section Convault above ground fuel tank

12. Wailuku SOB, Maui:

Located at 54 S. High Street, Wailuku, Maui

Caterpillar model D80-6, serial CAT00C44KD4B02172

3-phase, 80 kW

Caterpillar CBTS Transfer and Bypass Isolation Switch with Entelli-Switch MX250
Serial TSC02312

Sens NRG12-10-RC battery charger

Simplex SRS-100 day tank, w.o. 77072 Starting battery 950 CCA type 115-2421

Ronan X76CTM-N4 tank monitor

13. Halekakala ETS, Maui:

Located in the saddle area of the summit of Haleakala. The site access road begins on the left past the Haleakala National Park Summit Overlook parking area. There is a large gate after a cattle guard.

CAT

Model D80-2S

80kW, single phase, 333A, Diesel

ATS Emerson ASCO

Model J07ATBB20400F5XC

Single Phase, 400A

Day Tank Tramont

Model UTRS 25

Fuel Polisher RCI

Model FRS 660

FRS-5-STU (6301)

Ronan Tank Monitor

Series X76CTM-N4

14. Kahua Ranch, Hawai'i:

Located approximately 9 miles after turning onto Kohala Mountain Rd (Hwy 250) from Kawaihae Road in Waimea. After turning off Kohala Mountain Rd. the path takes a winding path through pastures on 1.4 miles of dirt road. **4-wheel drive is recommended.** Care must be taken not to disturb the livestock by use of vehicle proximity or vehicle horns.

Cummins Generator, 62.5 kVA, 3-phase

Model DGCA-5703340

Day tank and 2x500 gallon diesel Convault tank

Cummins Transfer Switch

Model BTPCB-5703608

Ronan X76CTM-N4 Tank Monitor

15. Kaupulehu, Hawai'i:

Located about a mile and a half mauka of the 29-mile marker of the Mamalahoa Highway with access via a steep and rutted trail. It is located near other communication facilities. This remotely located radio facility does not have a street address. **Four-wheel drive vehicle is required for access.**

Caterpillar generator, 46.9 kVA, single-phase

Model D50-6S

Caterpillar Bypass Isolation Transfer Switch with GE Entelli-Switch MX250

RCI Technologies Automatic Fuel Recirculating System Model: FRS-660

Ronan Continuous Tank Monitor

Model: X76CTM-N4

Day tank and 1,000 gallon single section Convault above ground fuel tank

16. Humuula, Hawai'i:

Humuula is located on the south slope of Mauna Kea, approximately one mile west of the Mauna Kea access road (turnoff is to the left just past the Mauna Kea Information sign). Four-wheel drive vehicle required for access over a trail that traverses open pasture.

Cummins Generator, 20 kVA	Model 20DL4
50 gallon SIMPLEX diesel fuel tank	Model SFT
Onan Transfer Switch	Model OTCU 125B 2G
Phase = 1 Hz = 60 Wire = 3	

17. Mauna Loa, Hawai'i:

Located about 8.6 miles off Saddle Road. The site is located by turning off Saddle Road (Hwy 200) onto Hilo Kona Road for approximately 4 miles, and then turning left onto Observatory Road for 4.4 miles. At the end of the road, turn left and the site is on the right approximately 0.16 miles after the turn.

Caterpillar Generator, 15 kVA	Model CD015
75 gallon diesel fuel tank	
Olympian Transfer Switch	Model CTS010Y
Phase = 1 Hz = 60 Wire = 3	

18. Hilo Harbor Building, Hawai'i:

Located at 29 Kuhio St, Hilo, Hawai'i.

Cummins Generator	Model DSKAA-799050
Convault	Model ARM 125 3SF
Cummins Transfer Switch	Model 0306-5023-03

19. Hilo State Office Building, Hawai'i:

Located at 75 Aupuni Street Hilo, Hawai'i.

Cummins Generator	Model 90ENC
Propane tanks	
Onan Transfer Switch	Model OT-225

20. Waiakea, Hawai'i:

Located on an access road mauka of Komohana Street in Hilo, Hawai'i between Nowelo Street and Puainako Street.

Cummins	Model DSFAB-15004444
40kW, Three phase, Diesel	
Cummins ATS,	Model BTPCB-1500445
225 Amp, Three Phase	
Fuel Polisher	Model FRS 660
	FRS-5-STU (6224)
Pryco Evolution System Day Tank	

2.3 Summary Descriptions of Items to be Bid

In the sections to follow, detailed descriptions can be found regarding the items described in general terms in this section 2.3.. The detailed descriptions in Sections 2.4 – 2.7 take precedence over the short descriptions in this section 2.3.

“Major Service” refers to maintenance activities including, but not limited to, component replacement. The first Major Service should be performed annually unless the contract is terminated prior to any extensions. Major Service includes full operational testing of the emergency generator and generator equipment, including fuel system, and automatic transfer switch and their related systems and components. Major Service is to be done on the same visit as the monthly Routine Maintenance .

“Routine Maintenance” refers to monthly maintenance activities and inspections.

“Emergency Service” refers to response activities that are the result of a request by the State to respond to an emergency situation, such as an emergency generator non-start, automatic transfer switch failure, fuel system failure, low fuel condition, or extended run time. Emergency Service includes all mobilization and travel costs as well as the first two hours of labor performed while on site. Do not bid on the work for any site in which your organization is unable to provide the expedited response to a request for Emergency Service within the time specified in section 2.6.

“Charge per hour for Emergency Service beyond 2 hours” refers to the hourly rate charged, regardless of whether such time is charged as straight or overtime by the employee, for work on site during an Emergency Service activity that occurs after the first two hours of on-site work for that activity.

“Service charge per gallon (above fuel cost) for refueling” refers to the special handling and transportation costs charged in addition to the local on-street cost of acquiring the diesel fuel provided. This charge includes all costs to transport the fuel to the remote radio facility (including permitting and inspection costs, if applicable), to deposit the fuel in the external tank, to add fuel conditioners as required herein, to demobilize, and to clean up. Cost for fuel shall be billed as a separate line item and shall not exceed the lowest cost per gallon of diesel available on that island. A copy of the fuel purchase receipt must accompany the billing submitted for each event. One refueling event shall provide at least 50 gallons of diesel delivered to the remote radio facility. Use of bio-diesel is prohibited.

2.4 Major Service

The work in this section shall be done at each Major Service event in accordance with the original equipment manufacturer’s specifications for a Major Service event including, but not limited to, all procedures, adjustments, replenishment, and/or replacement recommended. Even though the Major Service interval set by ETS may be shorter, i.e. more conservative, than that recommended by original equipment manufacturer(s), the Bidder is required to perform all Major Service activities at ETS’ selected interval. Major Service shall be performed once during a 12-month contract period, and scheduled to be approximately twelve (12) months apart.

- Replace the generator starting battery. Remove the retired battery from the facility and recycle it in an environmentally safe manner. Record the make, model, and serial numbers of both the retired and the new battery.
- Replace engine oil and filter(s).
- Replace gearbox oil (if equipped).
- Change drive belts and, if applicable, radiator fan coupling device. Adjust tensioning and re-check tension during the next month's Routine Maintenance.
- If equipped, replace spark plugs.
- Replace engine air filters.
- Drain coolant. Flush and clean radiator. Replace all hoses and thermostat(s). Refill with coolant and coolant conditioner.
- Do a complete engine tune-up.
- Inspect generator bearing(s) and bearing bracket(s). Lubricate bearing(s) if required.
- Inspect silencer and silencer mounting hardware. Adjust, repair, or replace as necessary.
- Replace all batteries in the Automatic Transfer Switch control electronics and, if equipped, batteries in all of the electronic systems for the chargers, fuel delivery systems, fuel polishing systems, and monitoring and alarm systems that are part of the system. The Bidder shall dispose of or recycle all removed batteries in an environmentally responsible manner.
- Inspect engine mounts for correct installation and re-torque attachment points to specification.
- Remove rust from exterior fuel piping, touch up with an oil-based rust inhibitor and top coat with gloss black oil-based paint. Use paints that are formulated for use on outside steel piping. Remove rust from and touch up paint the fixtures on the main fuel tank and the brackets that support the exterior exhaust system components. Do not paint over labels or signage.
- **Fully exercise the Automatic Transfer Switch (ATS)** using the site as a load and operate the system from a cold start for 1 hour at full station load. Prior to starting the exercise (by shutting off the utility main breaker at the service meter), operate the Day Tank controls to reduce the fuel level in the Day Tank to be less than one-quarter full. Verify proper operation of the Day Tank refill operation and be sure to note that overfill does not occur, i.e. that the pumps turn off once the Day Tank is filled. Check for leaks, loose connections, and/or abnormal operating conditions. Check and record all gauges, oil pressure, rpm, generated voltage, current, and frequency, and engine jacket water temperature. Verify and record the operation of the Automatic Transfer Switch delay timers for "transfer delay," "return to utility," and "engine cool down" times. Do not reset or short cycle the operation of the timers.
- Check fuel polisher. Change filter. Ensure programmed to run per manufacturer recommendations or ensure that the whole tank is processed during each week. Include programmed run time in report from service visit.
- If site does not have a fuel polisher, one is to be brought to site for the Major Service and the entire tank is to be run through the polisher as part of the Major Service visit.

Within five (5) working days of performing Major Service, Bidder shall provide ETS with a full written service report describing all work performed during the visit, listing all parts

removed, and listing with part numbers and, if available, serial numbers and date codes, all new software, parts, and lubricants used. The written service report shall include embedded photographs to depict site and equipment conditions, broken and or replaced parts, and the final condition of the maintained units. The written service report shall also include a list of spare parts kept in current stock by the Bidder in support of this project.

Other than the starter battery, oil filter, and fluids which are to be removed upon exit, the Bidder shall leave all removed and replaced components on site until the next Routine Maintenance activity to give ETS the opportunity to inspect them. At the next Routine Maintenance, Bidder shall remove and properly dispose of all items.

2.5 Routine Maintenance

The work in this section shall be done each month, in the same week each month if possible, in accordance with the original equipment manufacturer's specifications.

- Visually inspect the areas inside and outside that are around and between the fuel tanks and the fuel piping. Note if any spillage or leaks have occurred. Immediately report suspicion or observation of a diesel spill to ETS Assistance Center at (808) 586-1900 and ETS Technical Contacts.
- While inspecting the remotely located facility, note if there are any signs of attempted break-in, lock tampering, theft, or vandalism. Document any signs noted in the written report.
- Drain fuel line water separator(s) if so equipped.
- Verify proper operation of the coolant heater.
- Check for and repair fuel, oil and coolant leaks.
- Check coolant and oil levels. Fill as required.
- Check generator starting battery electrolyte levels and specific gravity. Measure and record specific gravity. Fill electrolyte as required.
- Check generator starting battery charger operation and verify charge rate is acceptable. Record charge rate. Adjust or repair as necessary. Check and, if necessary, tighten the connections to the generator starting battery terminal post. The Bidder shall immediately replace, at no charge to the State, any generator starting battery that has failed within two years of its installation by the Bidder.
- Inspect cooling system hose(s). Replace if necessary.
- Check air filter. Clean or replace as necessary.
- Check air intakes, air outlets, and exhaust system for proper operation. Adjust or repair as necessary. Report any obstructions or partial blockages. If equipped, check that louvers, open and close freely. Lubricate with Tri-Flow Superior Lubricant or equivalent lubricant formulated with Polytetrafluoroethylene (PTFE). Use of WD-40 is prohibited.
- At radio facilities with forced air intake systems, verify operation of intake fans and vents.
- Check belts for proper tension and wear. Adjust or replace as necessary.
- Check gauges and indicators for proper operation. Adjust or replace as necessary.
- Check governor speed and adjust for correct frequency at full load.
- Check engine alternator charge rate. Adjust or repair as necessary.
- Measure and record fuel levels in main tank (both sections, if equipped) and the day tank.

- Check against readings on the **Fuel Tank Monitor**. Verify all sensors are functioning. Replace paper spool and print out system status.
- Ensure that the areas around the motor generator, transfer switch, and in-building fuel system are free from combustible material and debris. Relocate combustible items such as manuals or supplies to the radio equipment room. Remove debris and clean the generator room.
- Record and photograph any malfunctioning, corroded, and/or leaking piping, valves, and gauges in the fuel system.
- Notify the Assistance Center and Technical Contacts immediately of any problems or other improper conditions, including safety hazards with either the equipment or the facility so that possible corrective action can be performed or coordinated while maintenance personnel are still at the site
- For Routine Maintenance, **do not exercise the Automatic Transfer Switch**.
- Check fuel polisher. Change filter. Ensure programmed to run per manufacturer recommendations or ensure that the whole tank is processed during each week. Include programmed run time in report from maintenance visit.

Within five (5) working days of performing Routine Maintenance, provide ETS a full written service report describing all work performed during the visit, listing all parts removed, and listing with part numbers and, if available, serial numbers and the date codes of all new software, parts, and lubricants used. The written service report shall include embedded photographs to depict site and equipment conditions, broken and or replaced parts, and the final condition of the maintained units.

Other than the starter battery, oil filter, and fluids which are to be removed upon exit, the Bidder shall leave all removed and replaced components on site until the next Routine Maintenance to give ETS the opportunity to inspect them. At the next Routine Maintenance, remove and properly dispose of all items.

2.6 **Emergency Service**

The Bidder shall provide Emergency Service on an on-call basis for the duration of the contract. The Bidder shall provide the State with Hawai'i based telephone support that includes a 24-hour contact number (answering service or pager) and shall acknowledge requests for Emergency Service within the time frame specified below. The Bidder shall provide a contact number and respond 24 hours a day, 7 days a week, including all weekends and all holidays.

The Bidder shall respond on-site to Emergency Service calls no later than:

- **Hawai'i, Oahu, Kauai and Maui** – two (2) hours from the time of the request.
- **Molokai and Lanai** – either within eight (8) hours from the time of the request or if the event occurs after the last available travel then two (2) hours after the neighbor-island arrival of the next available regular commercial flight from Oahu.

If Emergency Service cannot commence within the required time, the Bidder shall notify ETS in writing as to the reason for the delay and shall provide an expected time of return to service.

When possible, ETS will work with the Bidder to permit maintenance, repair, or refueling operations that do not impact system availability to be resolved at the Bidder's next regularly scheduled visit.

All costs for Emergency Service including, but not limited to, internal processing fees of the Bidder and air and ground transportation costs, shall be included in the price bid for Emergency Service.

Within five (5) working days of performing Emergency Service, the Bidder shall provide ETS a full written service report describing all work performed during the visit, listing all parts removed, and listing with part numbers and, if available, serial numbers and date codes, all new software, parts, and lubricants used. The written service report shall include embedded photographs to depict site and equipment conditions, broken and or replaced parts, and the final condition of the serviced units. The Bidder shall include in the Emergency Service written service report reasons why the failure occurred and recommendations on how to prevent a reoccurrence of the emergency.

Other than the starter battery, oil filter, and fluids which are to be removed upon exit, the Bidder shall leave all removed and replaced components on site until the next Routine Maintenance activity to give ETS the opportunity to inspect them. At the next Routine Maintenance, the Bidder shall remove and properly dispose of all items.

2.7 Refueling

Kilohana is excluded from refueling for the purposes of this solicitation. Notify ETS Technical Contacts if the propane tanks fall below 50%. This tank is to be filled by Kauai Gas.

Hilo SOB is also excluded from refueling for the purposes of this solicitation. Notify ETS Technical Contacts if the propane tanks fall below 50%. This tank is to be filled by Hawai'i Gas.

For all other sites not mentioned above, the Bidder shall ensure that the fuel level in the main tank (both sections if the main tank is dual section) is kept at or above the 75% level. During Hawai'i's hurricane season (June 1 through November 30), the Bidder shall keep the diesel fuel tanks as close to full as prudent and possible. Refueling shall be accomplished either during Routine Maintenance visits or as an Emergency Service activity. The "Service charge per gallon (above fuel cost) for refueling" shall be added to the Routine Maintenance or Emergency Service cost, as applicable. The "Service charge per gallon (above fuel cost) for refueling" refers to the special handling and transportation costs charged by the Bidder in addition to the cost to acquire fuel locally on-island. It includes transportation of the fuel to the remote radio facility (including permitting and inspection costs, if applicable), labor and equipment to transfer the fuel to the external tank, required fuel conditioners, and costs to demobilize and clean up. The cost to acquire fuel shall be billed as a separate line item and shall not exceed the lowest cost per gallon of diesel available on that island. The Bidder shall submit a copy of the fuel purchase receipt with the billing submitted for each refueling activity. One refueling event shall provide at least 50 gallons of diesel delivered to the remote radio facility.

Use of bio-diesel is prohibited.

Prior to any fuel replenishment, the Bidder shall add to the main fuel tank a diesel fuel treatment equivalent to FPPF Chemical Company's "Fuel Power" that is water-dispersing, decarbonizing, and contains an Environmental Protection Agency approved algaecide for diesel fuel.

2.8 Clean Up

The Bidder shall remove and dispose of all leftover lubricants and solvents in accordance with federal, state, and local regulations. The Bidder shall remove and properly dispose of all removed parts, rusted pieces, and hardware.

The Bidder shall keep the job sites free of debris, litter, refuse, etc. The Bidder shall remove all tools, equipment, and machines from the areas after each service visit.

2.9 Login Procedures and Passwords

- Within 60 days of the Notice To Proceed, the Bidder shall verify and provide to ETS Technical Contacts the login procedure and passwords for each generator, Automatic Transfer Switch, and any other control system related to the emergency generator, and upon request, the login procedure and passwords shall be hand delivered or mailed to the ETS Radio Section via both a hard copy report and a USB flash drive. Mailing address:

State of Hawai'i – DAGS/ETS/Network Branch
Attn: Radio Section
1151 Punchbowl Street, Room B-10
Honolulu, HI 96813

2.10 Required Written Reports

Bidder shall prepare and maintain an inspection/maintenance service checklist which shall include the inspection/maintenance service date and the name(s) of the personnel who performed the inspection/maintenance service.

See attached Appendix for "Emergency Generator System Routine Maintenance Checklist."

2.11 Items Outside the Scope of this Solicitation

The Bidder is **not** responsible for:

- Telecommunications DC power plants (i.e. -48 VDC rectifiers and station batteries);
- Air conditioning control panels.

The Bidder is also not responsible for any one-time repair not otherwise specified herein where the cost of parts and materials (including shipping costs and taxes but excluding labor and transportation costs) for the one-time repair event exceeds \$500.00 (a

"Repair"). If a Repair is necessary, the Bidder shall submit a quote for the total cost of the Repair to the Contract Administrator. The Bidder must receive approval from the Contract Administrator prior to proceeding with the Repair. Costs for any Repair performed without the prior approval of the Contract Administrator shall be assumed in full by the Bidder.

2.12 Known Site Issues

1. Kukui, Kauai:

ETS is not aware of any issue that would impact the requested service activities at the Kukui, Kauai facility. This unit is in a new prefab facility.

2. Kukuilono, Kauai:

ETS is not aware of any issue that would impact the requested service activities at the Kukuilono, Kauai facility. The fuel tank is existing and underground. This may present necessary repairs and should be carefully observed during service visits.

3. Kilohana, Kauai:

ETS is not aware of any issue that would impact the requested service activities at the Kilohana, Kauai facility.

4. Lihue SOB, Kauai:

ETS is not aware of any issue that would impact the requested service activities at the Lihue SOB, Kauai facility.

5. Pahole, Oahu:

At Pahole, ETS is aware that the Ronan fuel monitor is frequently in alarm. This should not affect the requested service. ETS is also aware the exhaust rain cap is not closing properly. Lubricate at first service visit and after first service visit, the Bidder shall provide quote to correct issues. The Bidder shall also submit a quote as specified herein for the replacement of the Ronan with a new monitor. Vetter Root is preferred.

6. Mt. Kaala Air Force Station (AFS), Oahu:

ETS is not aware of any issue that would impact the requested service activities at the Mt. Kaala Air Force Station (AFS), Oahu facility.

7. Leiopapa A Kamehameha SOB (LAK SOB), Oahu:

ETS is not aware of any issue that would impact the requested service activities at the Leiopapa A Kamehameha SOB (LAK SOB), Oahu facility.

8. Round Top, Oahu:

At Round Top, ETS is aware that the Tank Monitor is frequently in alarm. This should not affect the requested service. The Bidder will address the alarm and if repairs are required, submit a quote as specified herein. The State intends to replace it. The Bidder shall submit a quote as specified herein for the replacement of the Ronan with a new monitor. Vetter Root is preferred.

9. Koko Head, Oahu:

At Koko Head, ETS is aware that the fuel polisher screen is defective, the block heater is inoperable, and the Ronan fuel monitor panel probe is faulty. This should not affect the requested service. The Bidder will address the alarm and if repairs are required, submit a

quote as specified herein. The Bidder shall also submit a quote for the replacement of the Ronan with a new monitor. Vetter Root is preferred.

10. Puu Nana, Molokai:

At Puu Nana, ETS is aware the cover for the RCI fuel polisher screen is defective and the force air intake system is degrading due to age and rust. After first service visit, Bidder to provide quote to correct issues.

11. Puu Kilea, Lanai:

ETS is not aware of any issue that would impact the requested service activities at the Puu Kilea, Lanai facility.

12. Wailuku SOB, Maui:

ETS is not aware of any issue that would impact the requested service activities at the Wailuku SOB, Maui facility.

13. Halekakala ETS, Maui:

At Haleakala ETS site, the battery charger and Ronan fuel monitor board are known to be defective. After first service visit, the Bidder will address the alarm and if repairs are required, submit a quote as specified herein. The Bidder shall also submit a quote for the replacement of the Ronan with a new monitor. Veeder Root is preferred.

14. Kahua Ranch, Hawai'i:

At Kahua Ranch, ETS is aware that the RCI fuel polisher screen needs to be replaced. After first service visit, the Bidder shall provide a quote to correct the issues.

15. Kaupulehu, Hawai'i:

ETS is not aware of any issue that would impact the requested service activities at the Kaupulehu, Hawai'i facility.

16. Humuula, Hawai'i:

ETS is not aware of any issue that would impact the requested service activities at the Humuula, Hawai'i facility.

17. Mauna Loa, Hawai'i:

At Mauna Loa, ETS is aware that the generator circuit breaker is unable to re-close. After first service visit, the Bidder shall provide a quote to correct the issues. ETS is not aware of any issue that would impact the requested service activities at the Mauna Loa, Hawai'i facility.

18. Hilo Harbor Building, Hawai'i:

ETS is not aware of any issue that would impact the requested service activities at the Hilo Harbor Building, Hawai'i facility.

19. Hilo State Office Building, Hawai'i:

ETS is not aware of any issue that would impact the requested service activities at the Hilo State Office Building, Hawai'i facility.

20. Waiakea, Hawai'i:

At Waiakea, ETS is aware Ronan tank monitor is in alarm for precise test fail and that there is fuel seeping from the fuel polisher's fuel line connections. After first service visit, the Bidder shall provide a quote to correct the issues.

2.13 Replacement and Additions During the Contract Period

During the contract period (including any extension to the contract) ETS shall have the right, without incurring additional charges under the contract, to replace or upgrade emergency generators and their related systems that include, but are not limited to, Automatic Transfer Switches, motor starting batteries, battery chargers, fuel storage and delivery systems, fuel polishing systems, monitoring, control, and alarm electronics, electronics and control system batteries, and the telemetry, status, control, and alarm interfaces on all of these systems. The Bidder is required to assume responsibility for the service of the new equipment that is replacing existing equipment and covered under the contract, and the Bidder is required to do so without additional compensation. All replacements or upgrades of sites covered under the contract shall be performed by ETS or awarded to the winning Bidder per the terms and fees discussed in this document. Bidder shall quote the work based on component cost +10% and quote the hours required using the labor costs contained on the bid sheet.

2.14 Pre-Bid Examination of Service Areas and Equipment

ETS will not be facilitating site walks for this bid.

Bidders are **not permitted** to visit ETS sites and facilities **without an ETS escort**.

2.15 Questions

Questions regarding the bid specifications must be submitted in HIEPRO where the deadline date and time are posted.

3 SPECIAL PROVISIONS

3.1 Site Access and Security

With the exception of refueling at Haleakala, no subcontracting is permitted under this contract due to public safety site access and security requirements. The Bidder shall follow ETS's site security and access procedures as they now exist or may be amended from time to time. The Bidder shall provide personal background information for its employees and a unique employee identifying number such as the last four digits of the employee's Social Security number or similar unique number.

The Bidder shall not show, give tours, or invite third parties to view or visit any of ETS facilities or inspect ETS equipment or spares without the express written permission from ETS Technical Contacts. Unless otherwise arranged and approved in advance with ETS Technical Contacts, all keys necessary for site access shall be picked up from and returned to the ETS Assistance Center on Oahu or **at a pre-arranged time** at each State Office Building in each of the respective three counties.

- Keys necessary for site access to Kukui, Kukuiolono, Kilohana and Lihue SOB may, at this time, **also** be retrieved from ETS in the basement of the Lihue State Office Building, 3060 Eiwa Street, Lihue, HI 96766
- **Keys for all sites** may be retrieved from the ETS Assistance Center which is located in the basement of the Kalanimoku Building at 1151 Punchbowl Street, Honolulu, HI 96813.
- Keys for Molokai and Lanai must be retrieved from the ETS Assistance Center on Oahu. There are no keys available on island and no keys for these sites are available on Maui.
- Keys necessary for site access to Haleakala ICSD and Wailuku SOB may **also** be retrieved from Harmer Communications, 300 Hoohana St, Kahului, HI 96732, or at a location determined by ETS Technical Contacts.
- Keys necessary for site access to Waiakea, Humuula, Kaupulehu, and Kahua Ranch, must be retrieved from the ETS Assistance Center which is located in the basement of the Kalanimoku Building, 1151 Punchbowl Street, Honolulu, HI 96813. This may change if Hilo is staffed. **If Hilo staff is hired**, keys may then **also** be picked up from ETS in the basement of the Hilo State Office Building at 75 Aupuni Street, Hilo, Hawai'i 96720.

3.2 Special Access Requirements for Mt. Kaala, Air Force Station (AFS)

The Bidder shall provide personal background information for its employees including, but not limited to, full legal name and last four digits of employees' Social Security Number. For safety reasons, Kaala road requires 4WD vehicles, preferably with a compound low gear. The road is very steep and brakes on non-4WD vehicles have been known to fail. Additionally, the surrounding area includes a preserved habitat of endangered species.

Access to Mt. Kaala AFS also requires the approval of the Air National Guard and, as such, is beyond the control of ETS. The Bidder accepts all risks and responsibilities associated with providing personnel to work on Mt. Kaala AFS and in ensuring all personnel receive clearance from the Air National Guard. Persons whose names are not on the access list will not be granted entry.

3.3 Special Access Requirements for Haleakala

At no additional cost to the State, the Bidder or the Bidder's subcontractor, shall obtain all necessary clearances and insurance and pay any fees required regarding the transit of commercial vehicles through Haleakala National Park for any and all work and/or refueling required during the term of the contract. The State has no control over National Park Service (NPS) procedures and processes. The NPS point of contact is their Business and Revenue Program Specialist who can be contacted via telephone at (808) 572-4440 or email at hale_commercial_manager@nps.gov. The most recent approval by the NPS for a State contractor transit through Haleakala National Park used NPS Form 10-114 specific to the Haleakala National Park as revised June 2012. The Bidder or subcontractor permit shall be submitted at bid submittal.

3.4 Tools, Equipment and Supplies

The Bidder shall provide all necessary parts (in accordance with the terms described herein), materials, supplies, and consumables (including but not limited to filters, lubricants, coolant and touch up paint); any additional tools, equipment, machines, and safety equipment required. Storage of any of these items in ETS's facilities is prohibited without the prior written consent of ETS Technical Contacts. The Bidder shall take full responsibility for the security and well-being of the Bidder's tools, equipment, machines and supplies used or stored on the jobsite. The Bidder shall hold the State harmless for any damage to or loss of the Bidder's tools, equipment, machines, and supplies used or stored at ETS facilities.

3.5 Safety

The Bidder and its employees shall comply with all applicable health and safety regulations including, but not limited to, rules and regulations of the Federal Occupational Safety and Health Administration (OSHA) and the State of Hawai'i Department of Labor and Industrial Relations (DLIR).

The Bidder and its employees shall comply at all times with standards regarding work activities in and around radio transmission facilities including, but not limited to, OSHA General Industry Standard 29 CFR 1910.268(p). The Bidder must ensure that all employees are familiar with the hazards associated with exposure to radio-frequency (RF) radiation and the precautions that must be taken when working in a "controlled" RF environment as described in FCC Rules, part 1, section 1.310, as the same exists or may be amended from time to time.

Alcoholic beverages, illegal drugs, fireworks, and firearms are prohibited at all facilities.

Hunting is prohibited on or near ETS facilities or while commuting to or from an ETS facility.

All ETS facilities are smoke free; smoking is prohibited at all times inside any of ETS facilities **[within the fence line of the radio facility compound]** and within 20 feet of any door, window, or air intake.

The Bidder and its employees must obey all signs and posted notices.

3.6 Insurance

The Bidder shall provide insurance information as requested on Offer Form page OF-6.

3.7 Wage Certificate

The Bidder is required to complete and submit a Wage Certificate by which the Bidder certifies that wages will be paid and work will be performed in accordance with HRS section 103-55.5 and chapter 104.

3.8 State Holidays

The Bidder shall plan for and take into consideration observed state holidays that include:

New Year's Day, the first day of January
Dr. Martin Luther King, Jr. Day, the third Monday in January
President's Day, the third Monday in February
Prince Jonah Kuhio Kalaniana'ole Day, the twenty-sixth day of March
Good Friday, the Friday preceding Easter Sunday
Memorial Day, the last Monday in May
King Kamehameha I Day, the eleventh day of June
Independence Day, the fourth day of July
Statehood Day, the third Friday in August
Labor Day, the first Monday in September
Veteran's Day, the eleventh day in November
Thanksgiving Day, the fourth Thursday in November
Christmas Day, the twenty-fifth day of December

Dates for observed holidays are listed at <https://dhrd.Hawaii.gov/state-observed-holidays/>

4 BIDDER QUALIFICATIONS

4.1 Factory Certification, Training, and Tooling

The employees of the Bidder who work on this contract shall show certification of having received and passed factory training on the specific generator and Automatic Transfer Switch units to be maintained that permit the employees to perform warranty repair service and to adjust factory settings on the units. The Bidder shall possess and use factory approved electronic tooling and/or software that are required by the manufacturer to properly test, diagnose, repair, maintain, and adjust the units and their control systems. Bidders who need to train employees and/or acquire electronic tooling and/or software must include the cost of such training in their bid. The Bidder agrees and understands that all training and acquisition of specialty electronic tooling and/or software must be completed, all at the Bidder's cost and risk, within 60 days after the bid due date and prior to the contract execution. Bidders not meeting these criteria shall have their bid disqualified.

4.2 Experience

The Bidder shall have a minimum of two (2) consecutive years of experience (immediately prior to the bid opening date), in the field of service and repair of emergency generator systems, Automatic Transfer Switches, and their associated chargers, fuel delivery systems, fuel polishing systems, and monitoring and alarm electronics.

4.3 Personnel Qualifications

All personnel servicing the emergency generator and generator equipment shall have a minimum of one (1) year of experience in the field of service and repair of emergency generators and generator equipment including Automatic Transfer Switches, and their

associated chargers, fuel delivery systems, fuel polishing systems, and monitoring and alarm electronics.

4.4 Spare Parts

The Bidder shall maintain at the Bidder's location a stock of common spare parts and materials, as recommended by the manufacturer, required for Routine Maintenance and repair of emergency generators and generator equipment including Automatic Transfer Switches, and their associated chargers, fuel delivery systems, fuel polishing systems, and monitoring and alarm electronics. The Bidder shall include list of parts stocked by the Bidder in the written report provided for the Major Service activity.

5 BID PREPARATION

5.1 Legal Name

The Bidder is required to submit its offer using the Bidder's exact legal name as registered with the Department of Commerce and Consumer Affairs (DCCA), if applicable; and to indicate exact legal name in the appropriate space on OFFER FORM, page OF-1. Failure to do so may delay proper execution of the contract.

The Bidder's authorized signature shall be an original signature in permanent ink. If OFFER FORM, page OF-1, is unsigned or the affixed signature is a facsimile or a photocopy, the bid shall be automatically rejected unless accompanied by other material, containing an original signature, indicating the Bidder's intent to be bound.

5.2 Bid Quotation

The bid prices shall be all inclusive and include all costs for labor, personnel travel costs and per diem; parts (in accordance with the terms described herein), materials, supplies and consumables; any additional tools, machines, equipment and safety equipment required; costs for storage, transportation, shipping and supervision; taxes; and costs for commercial general liability insurance as required herein by the State as necessary to accomplish the comprehensive routine maintenance and emergency service of emergency generators and generator equipment including refueling services, at ETS radio facilities as specified herein.

5.3 Hawai'i General Excise Tax License

The Bidder shall submit its current Hawai'i General Excise Tax I.D. number in the space provided on OFFER FORM, page OF-1, thereby attesting that it is doing business in the State, and that it will pay such taxes on all sales made to the State.

5.4 Responsibility of Bidder

Bidders are advised that if awarded a Contract pursuant to this IFB, they shall, upon award of the Contract, furnish proof of compliance with the requirements of §103D-310(c), HRS:

1. Chapter 237, tax clearance;
2. Chapter 383, unemployment insurance;
3. Chapter 386, workers' compensation;
4. Chapter 392, temporary disability insurance;
5. Chapter 393, prepaid health care; and
6. Chapter 103D-310(c), Certificate of Good Standing (COGS) for entities doing business in the State.

The Bidder, if awarded a Contract pursuant to this IFB, shall comply with all laws governing entities doing business in the State. The Bidder shall obtain and provide to the State:

Responsibility of Successful Bidder. Reference §103D-310(c), HRS. A compliance document (see **Hawai'i Compliance Express** below) or equivalent must be submitted to the State if awarded the contract.

Final Payment Requirements. The Bidder is required to submit a tax clearance certificate for final payment of the contract. A tax clearance certificate, not over two months old, with an original green certified copy stamp, must accompany the invoice for final payment on the contract.

Hawai'i Compliance Express. Bidders may use the Hawai'i Compliance Express (HCE) to show proof of compliance with the requirements of §103D-310(c), HRS. The HCE allows businesses to register online through a simple wizard interface at <https://vendors.eHawaii.gov> for an annual fee payable to Hawai'i Information Consortium, LLC to acquire a "Certificate of Vendor Compliance," which provides current compliance status as of the issuance date.

The "Certificate of Vendor Compliance" indicating that Bidder's status is compliant with the requirements of §103D-310(c), HRS, is accepted for both contracting purposes and final payment.

Bidders not utilizing HCE to demonstrate compliance shall provide the paper certificates as instructed below. All certificates must be valid on the date it is received. All applications for applicable clearances are the responsibility of the Bidder.

HRS Chapter 237 tax clearance requirement for award. Pursuant to §103D-328, HRS, the successful Bidder shall submit a tax clearance certificate issued by the Hawai'i State Department of Taxation (DOTAX) and the Internal Revenue Service (IRS). The certificate shall have an original green certified copy stamp and shall be valid for six (6) months from the most recent approval stamp date on the certificate. It must be valid on the date it is received.

The tax clearance certificate shall be obtained on the State of Hawai'i, DOTAX *TAX CLEARANCE APPLICATION* Form A-6 (Rev. 2017) which is available at the DOTAX and IRS offices in the State of Hawai'i or the DOTAX website, and by mail or fax:

DOTAX Website (Forms & Information):
http://tax.Hawaii.gov/forms/a1_1alphalist/

HRS Chapters 383 (Unemployment Insurance), 386 (Workers' Compensation), 392 (Temporary Disability Insurance), and 393 (Prepaid Health Care) requirements for award.

Pursuant to §103D-310(c), HRS, the successful Bidder shall submit a certificate of compliance issued by the Hawai'i State Department of Labor and Industrial Relations (DLIR). The certificate is valid for six (6) months from the date of issue and must be valid on the date it is received. A photocopy of the certificate is acceptable.

The certificate of compliance shall be obtained on the State of Hawai'i, DLIR *APPLICATION FOR CERTIFICATE OF COMPLIANCE WITH SECTION 3-122-112, HAR*, Form LIR#27 which is available at <http://labor.Hawaii.gov/forms/> or at the neighbor island DLIR District Offices. The DLIR will return the completed form to the Bidder.

The application for the certificate is the responsibility of the Bidder and must be submitted directly to the DLIR.

Compliance with Section 103D-310(c), HRS, for an entity doing business in the State. The successful Bidder shall submit a *CERTIFICATE OF GOOD STANDING* (Certificate) issued by the State of Hawai'i Department of Commerce and Consumer Affairs Business Registration Division (BREG). The Certificate is valid for six (6) months from date of issue and must be valid on the date it is received. A photocopy of the certificate is acceptable.

To obtain the Certificate, the Bidder must first be registered with the BREG. A sole proprietorship, however, is not required to register with the BREG, and therefore is not required to submit the certificate.

On-line business registration and the Certificate are available at <http://cca.Hawaii.gov/breg/>. To register or to obtain the Certificate by phone, call (808) 586-2727 (M-F 7:45 to 4:30HST). Bidders are advised that there are costs associated with registering and obtaining the Certificate.

Timely Submission of all Certificates. If a valid certificate is not submitted by the time of award, a Bidder otherwise responsive and responsible may not receive the award.

5.5 Offer Guarantee

A bid security deposit is NOT required for this IFB.

6 CAMPAIGN CONTRIBUTIONS BY STATE AND COUNTY CONTRACTORS

Bidders are hereby notified of the applicability of HRS section §11-355, which states that campaign contributions are prohibited from specified State or county government contractors during the term of the contract if the contractors are paid with funds appropriated by a legislative body. For more information, FAQs are available at the Campaign Spending

Commission webpage (<http://Hawaii.gov/campaign>). Information on spending issues should be directed to the Campaign Spending Commission at (808) 586-0285.

7 AWARD

7.1 Method of Award

Award, if any, will be made to the **responsive and responsible Bidder submitting the lowest calculated SUM OF ANNUAL COSTs FOR ALL SITES.**

The CALCULATED ANNUAL COST (per site) is the sum of:

1.0 multiplied by item A (Major Service);

12.0 multiplied by item B (Routine Maintenance);

1.0 x item C (Emergency Service);

4.0 multiplied by item D (Extra Hours for Emergency Service);

200.0 multiplied by item E (Refueling Service Cost Per Gallon) where applicable;

8.0 multiplied by each of the three rates listed for labor rates on the bid sheet

The Bidder **must bid on all sites** and **must bid on all items for each site to have a qualifying bid.**

7.2 Certifications Required Prior To Award. Prior to awarding contract(s), the State will require certification of the following insurance coverage (if applicable):

Commercial General Liability (occurrence form) (see section 8.6)

Worker's Compensation (see section 8.6)

Temporary Disability

Unemployment Insurance

Prepaid Health Care

Automobile Insurance

7.3 Acceptance of Offer

Acceptance of offer, if any, will be made within sixty calendar days after the opening of bids. Prices quoted by the Bidder in the bid proposal shall remain firm for sixty days following formal notification of award.

8 CONTRACT

8.1 Contract Execution

The State shall forward a formal contract to the successful Bidder for execution. The contract shall be signed by the successful Bidder and returned within ten (10) days after receipt by the Bidder. **NO PERFORMANCE AND PAYMENT BONDS ARE**

REQUIRED. The contract shall include the General Terms and Conditions, a copy of which is attached to this bid specification.

8.2 Contact Personnel

The Appendix “ETS Contact Information” contains contact information for contract administrators and technical contacts who are responsible for addressing operational questions, concerns, observations, and or issues regarding site access and emergency callouts.

8.3 Term of Contract

The term of the contract shall be for twelve (12) months from the commencement date listed on the Notice to Proceed.

Unless terminated, the contract may be extended without re-bidding, upon mutual agreement in writing between the State and the Bidder, prior to the expiration date, for not more than four (4) additional twelve (12) month periods, or parts thereof without rebidding. Provided, however, the contract price for the extended period shall remain the same or lower than the initial contract price.

If the extension is mutually agreed upon, the Bidder shall be required to execute a supplement to the contract.

8.4 Notice to Proceed (NTP)

No work shall be undertaken by the successful Bidder prior to the commencement date specified on the Notice to Proceed. The State is not liable for any work, contract costs, expenses, loss of profits, or any damages whatsoever incurred by the successful Bidder prior to the commencement date specified on the Notice to Proceed.

8.5 Liability Insurance

NOTE: Minimum insurance requirements are different from those in prior bid specifications.

The Bidder shall maintain insurance acceptable to the State in full force and effect throughout the term of the contract. The policy or policies of insurance maintained by the Bidder shall provide the following limit(s) and coverage(s):

Commercial General Liability (CGL)	Minimum bodily injury and broad form (occurrence form) property damage combined single limits of liability of \$1,000,000 combined single limit per occurrence for bodily injury and property damage and \$2,000,000 in the aggregate.
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Workers Compensation

Minimum coverage of Statutory: **\$100,000**
Employers Liability each accident, **\$100,000**
Employers Liability disease per each employee,
and **\$500,000** disease policy limit

Automobile Insurance

Minimum coverage of **\$1,000,000 per** accident

Each insurance policy required by this contract shall contain the following clauses:

1. For Commercial General Liability coverage, "The State of Hawai'i is added as an additional insured as respects to operations performed for the State of Hawai'i."
2. "It is agreed that any insurance maintained by the State of Hawai'i will apply in excess of, and not contribute with, insurance provided by this policy."
3. "Waiver of Subrogation in favor of the State applies to the CGL, Workers Compensation, and Auto policies."

The Bidder shall maintain the minimum insurance required in full compliance with the Hawai'i Insurance Code throughout the entire term of the contract, including supplemental agreements. The policy or policies of insurance maintained by the Bidder shall provide the limits and coverages specified herein.

The Bidder shall deposit with the State of Hawai'i, DAGS, ETS on or before the effective date of the contract, certificate(s) of insurance necessary to satisfy the State that the insurance provisions of this IFB and the contract have been complied with and shall keep such insurance in effect and the certificate(s) therefor on deposit with the State during the entire term of the contract, and any extensions thereof. Upon request by the State, the Bidder shall furnish a copy of the policy or policies.

Failure of the Bidder to provide and keep in force such insurance shall be regarded as a material default under the contract, entitling the State to exercise any or all of the remedies provided in the contract for a default of the Bidder.

The procuring of such required policy or policies of insurance shall not be construed to limit the Bidder's liability or to fulfill the indemnification provisions and requirements of the contract. Notwithstanding said policy or policies of insurance, the Bidder shall be obliged for the full and total amount of any damage, injury, or loss caused by the Bidder.

8.6 Goods and Service Requirements

Any adjustments to the contract shall be made through a contract modification.

9 SERVICE REQUIREMENTS

The State reserves the right to remove named emergency generator site(s) and associated costs from any contract. Where an individual component(s) has been replaced (such as a transfer switch, fuel alarm system, or related subassemblies) said component(s) shall be made part of the contract at no additional cost to the State. Any adjustments to the contract shall be made through a contract modification.

10 INSPECTION OF WORK

All work done, and all materials furnished shall be subject to inspection and approval by ETS to ascertain that the services rendered are in accordance with requirements and intentions of this IFB.

11 INVOICING AND PAYMENT

The Bidder shall submit on a monthly basis, an original and three copies of the invoice to:

Department of Accounting and General Services
Office of Enterprise Technology Services
P.O. Box 119
Honolulu, HI 96810-0119
Attention: Fiscal Office

Payment shall be made to the Bidder at the contracted price upon certification by the State that the Bidder has satisfactorily performed the required services each month. All invoices shall reference the contract number.

A tax clearance certificate, not over two months old, with an original green certified copy stamp, must accompany the invoice for final payment on the contract or an HCE Certificate of Compliance.

12 LIQUIDATED DAMAGES

Refer to Section 9 of the General Conditions. Liquidated damages are fixed at the sum of ONE HUNDRED FIFTY DOLLARS (\$150.00) for each and every calendar day the Bidder delays in the completion of any item of the contract after the required date of said completion.

13 AUTHORITY

This IFB is issued under the provisions of the State Procurement Code (HRS Chapter 103D) and the State Procurement Office's applicable Directives, Circulars and administrative rules. All prospective Bidders are charged with the presumptive knowledge of all applicable legal authorities. Submission of a valid executed offer by any Bidder shall constitute admission of such knowledge on the part of such Bidder.

Any agreement arising out of this solicitation is subject to the approval of the Department of the Attorney General as to form, and to all further approvals, including the approval of the Governor, required by statute, regulation, rule, order, or other directive.

14 PROTEST

Any protest based upon the content of the solicitation shall be submitted in writing within five (5) working days after the aggrieved persons knows or should have known of the facts giving rise thereto; provided further that the protest shall not be considered unless it is submitted in writing prior to the bid opening date.

A protest of an award or proposed award shall be submitted within five (5) working days after the posting of award of the contract. The notice of award letter(s), if any, resulting from this solicitation shall be posted on the Hawai'i Awards & Notices Data System (HANDS), which is available on the SPO website: <https://hands.eHawaii.gov/hands/>

Any protest pursuant to section 103D-701, HRS, and section 3-126-3, Hawai'i Administrative Rules (HAR), shall be submitted in writing to the Procurement Officer, ETS, 1151 Punchbowl Street, Room B-10, Honolulu, Hawai'i 96813.

15 CANCELLATION OF SOLICITATIONS AND REJECTION OF OFFERS

The solicitation may be cancelled, or the offers may be rejected, in whole or in part, when in the best interest of the purchasing agency, as provided in sections 3-122-95 through 3-122-97, HAR.

WAGE CERTIFICATE
(For Service Contracts)

Subject: IFB NO.: _____

Title of IFB: _____

(To be completed by Bidder)

Pursuant to Section 103-55, Hawai'i Revised Statutes (HRS), I hereby certify that if awarded the contract in excess of \$25,000, the services to be performed will be performed under the following conditions:

1. 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; and
2. The services to be rendered shall be performed by employees paid at wages or salaries not less than the wages paid to public officers and employees for similar work, with the exception of professional, managerial, supervisory, and clerical personnel who are not covered by Section 103-55, HRS.

I understand that failure to comply with the above conditions during the period of the contract shall result in cancellation of the contract, unless such noncompliance is corrected within a reasonable period as determined by the procurement officer. Payment of the final settlement of the contract or the release of bonds, if applicable, or both shall not be made unless the procurement officer has determined that the noncompliance has been corrected; and

I further understand that all payments required by federal and state laws to be made by employers for the benefit of their employees are to be paid in addition to the base wage required by section 103-55, HRS.

Bidder _____

Signature _____

Title _____

Date _____

EMERGENCY GENERATOR SYSTEM ROUTINE MAINTENANCE CHECKLIST

State of Hawai'i, Department of Accounting & General Services

Office of Enterprise Technology Services, Network Branch

Site Name/Location (City or Island)			Vendor or Agency		Service Technician (Print Name)	
Date	Time IN	Time OUT	Engine Hours - Start	Engine Hours - End	Transfer Fuel Level	Main Tank Fuel Level

PRESTART CHECKS

- Check fuel, oil, coolant levels, condition and for leaks. Refill or replace as necessary.
- Ensure that fuel level is at 75% or higher. Forward fueling invoice to ETS representative.
- Check battery connection, specific gravity and water level. Check charger operation.
 Specific Gravity _____ Fluid Qty. Added _____
- Float Rate _____ Float Voltage (normal) _____ (cranking) _____
- Check governor linkage, oil level and adjust speed according to frequency.
- Check cooling system hoses. Check air filter, intakes and outlets.
- Check belts for proper tension and wear. Check engine heater operation.
- Check transfer tank for proper operation. Check gauges and indicators.

OPERATIONAL CHECKS

- Check transfer switch and accessory operation. Ensure contacts are in good repair.
- Check tank monitor. Ensure sensors are functional and correct.
- Check fuel polisher. Change filter. Ensure programmed to run per manufacturer recommendations or long enough to process 1/3 tank four times per week.

Generator Test Method: Stand-alone; Transfer Switch; Main Circuit Breaker.

Generator: No Load: Volts _____; Freq. _____; W/Load: Volts _____; Freq. _____; Amps _____.

Alternator Charge Rate: Amps _____ at Volts _____. Engine Temp: Preheat _____; Hot _____.

Oil Pressure: Cold _____ Hot _____. Exhaust smoke after 5 Minutes: _____.

Ensure that work area is clean and orderly. Do not store tools or supplies.

Notify ETS immediately of any major problems.

Assistance Center: (808) 586-1900 (Honolulu)
 Vince Krog: (808) 492-0807, vincent.e.krog@Hawaii.gov
 Josh Brantley: (808) 587-9791, joshua.w.brantley@Hawaii.gov
 Vincent Hoang: (808) 587-1212, vincent.hoang@Hawaii.gov

Note discrepancies found and corrections made, if any: _____

Comments: _____

ETS Contact Information

Contract Administrator

Primary: Lenora Fisher, (808) 586-2310

Technical Contacts

Primary: Vince Krog, (808) 492-0807, vincent.e.krog@Hawaii.gov
Secondary: Josh Brantley, (808) 587-9791, joshua.w.brantley@Hawaii.gov
Tertiary: Vincent Hoang, (808) 587-1212, vincent.hoang@Hawaii.gov

Emergency On Call Number

At some point, the State may enact an on call number for ease of access to the Technical Contacts allowing for a unified number to call for access or emergency issues regardless of on call status or vacations. Bidder will be notified in writing of the change.