

**STATEMENT OF WORK STATEMENT (SOW)
FOR
PURCHASING AND INSTALLING FOUR HVAC UNITS
FOR THE
STATE OF HAWAII, DEPARTMENT OF HEALTH
HANSEN'S DISEASE BRANCH, KALAUPAPA SETTLEMENT
KALAUPAPA, MOLOKAI, HAWAII**

**Prepared by
State of Hawaii, Department of Health (DOH)
Hansen's Disease Branch – Kalaupapa Settlement**

1.0 DESCRIPTION OF SERVICES

The State of Hawaii, Department of Health, Hansen's Disease Branch, Kalaupapa Settlement (DOH) has a service requirement for a contractor to remove four (4) existing split-type HVAC units and install four (4) new, energy-efficient split-type HVAC units in Kalaupapa, Molokai, Hawaii that meet all applicable manufacturer, federal, state, and local codes, regulations, and standards.

HVAC units needing to be removed and replaced:

Administration Office:

MAKE	MODEL	DESCRIPTION	SERIAL NO.
Mitsubishi	MSY-D30NA-8	Indoor Unit	1000969
Mitsubishi	MUY-D30NA-1	Outdoor Unit	1000199 T

Administrator Office and Conference Room:

MAKE	MODEL	DESCRIPTION	SERIAL NO.
Mitsubishi	MSZ-GL09NA	Indoor Unit	22E58509
Mitsubishi	MSZ-GL09NA	Indoor Unit	22E58359
Mitsubishi	MXZ-2C20NA2	Outdoor Unit	19P06682

Kalaupapa Store:

MAKE	MODEL	DESCRIPTION	SERIAL NO.
Mitsubishi	PKA-A30FAL	Indoor Unit	52A00074B
Mitsubishi	PUY-A30NHA7-BS	Outdoor Unit	Unknown

1.1 BACKGROUND

The existing split-type HVAC units at the Administration Building and the Kalaupapa Store have exceeded their service life, can no longer provide reliable service, and require replacement to maintain indoor environmental quality, energy efficiency, and compliance with applicable health and safety standards.

The single zone Mitsubishi Mr. Slim mini split ductless wall-mounted indoor air handler and compatible Mitsubishi outdoor compressor unit located at the Administration Office is a 208/230 VAC, 60 Hz and 1-phase HVAC system with cooling capacity of 30,700 BTU operating on R-410A refrigerant.

The dual HVAC system in the Administrator's Office and the Conference Room includes two Mitsubishi 9,000 BTU single zone mini split wall-mounted heat pump units and one compatible Mitsubishi 20,000 BTU two-zone heat pump outdoor unit operating on R-410A refrigerant. The HVAC system is a 208/230 VAC, 60 Hz and 1-phase.

The single zone Mitsubishi Mr. Slim mini split ductless wall-mounted indoor air handler and compatible Mitsubishi outdoor compressor unit located at the Kalaupapa Store is a 208/230 VAC, 60 Hz and 1-phase HVAC system with cooling capacity of 30,000 BTU operating on R-410A refrigerant.

2.0 SCOPE OF WORK

Contractor shall provide all labor, supervision, tools, equipment, transportation, and materials necessary to complete the purchasing, removal, and installation of four (4) HVAC units to DOH in Kalaupapa, Molokai, HI at the address listed below:

DOH Kalaupapa Settlement
Attn: John Herbstritt and Paone Lee-Namakaeha
270 Beretania Street
Kalaupapa, HI 96742

2.1. TASK 1: PROVIDE RECOMMENDATIONS FOR REPLACEMENT HVAC UNITS

Contractor shall provide a written recommendation of four (4) replacement mini split-type wall-mounted air handling units and three (3) compatible outdoor units. All HVAC systems should be single-phase, 208/230 VAC, 60 Hz, energy efficient and meet compliance with applicable health and safety standards. The written proposal should include all required parts, components, accessories, refrigerant, installation, taxes, fees, and shipping to Kalaupapa, Molokai, HI.

2.1.1 TASK 1: ADDITIONAL DETAIL 1

Contractors must provide as-built documentation or submittal data sheets of the recommending HVAC units when submitting their proposal for DOH review.

Mokulele Airlines (mokuleleairlines.com) currently provides daily commercial services into Kalaupapa from Honolulu, Oahu, HI. For estimation purposes, the average round trip flight cost per person between Honolulu and Kalaupapa is around \$250.00.

Kamaka Airlines (kamakaair.com) provides once a day air freight services into and out of Kalaupapa, Mondays through Fridays. Contractors can get instant quotes for freight charges for shipping these HVAC units from Honolulu and Kalaupapa from Kamaka Air's website.

All Contractors or Sub-Contractors on-site must read and agree to Appendix B: Attachment B Visitor Rules and Regulations for Kalaupapa Settlement and the Kalaupapa Risk Acknowledgement and Liability Waiver. The rules and regulations are strictly enforced and any violations of the rules governing Kalaupapa Settlement by visitors, including contractors, may result in the removal of the violator from Kalaupapa Settlement by National Park Service Rangers.

2.2 TASK 2: REMOVE OLD HVAC UNITS AND INSTALL RECOMMENDED UNITS

Contractor shall provide all labor, tools, materials, and equipment for safely removing four (4) existing HVAC units and installing the four new recommended HVAC systems. Contractor shall

install all associated components, including refrigerant lines, electrical connections, controls, and condensate drains. Contractor shall ensure compatibility with existing power supply. Contractor shall include these costs in the written proposal in TASK 1.

DOH will properly dispose of the four (4) old HVAC systems at no cost to the Contractor.

2.3 TASK 3: TESTING AND COMMISSIONING

Contractor shall perform start-up, testing, and balancing to verify functionality. Contractor shall confirm refrigerant charge levels, thermostat operation, airflow, and energy efficiency compliance. Contractor shall provide operator orientation for staff at each location.

2.4. TASK 4: WARRANTY AND DOCUMENTAION

Contractor shall provide a minimum one-year parts and labor warranty, plus manufacturer's extended warranty on compressors. Contractor shall deliver operation and maintenance manuals, and warranty certificates.

3.0 DELIVERABLES

Four (4) fully operational HVAC units installed and commissioned.

Documentation including operators and maintenance manuals, and warranty paperwork.

Contractor shall provide a written service report of completed HVAC work and test results. The service report at a minimum should include date and time service is provided, location of HVAC system, equipment information being serviced, tasks performed, observations and deficiencies, if any, and the technician's signature.

4.0 PERFORMANCE STANDARDS

All work must comply with OSHA safety requirements. All refrigeration work must meet EPA Section 608 standards. Installation must comply with applicable NEC standards. New HVAC units must meet or exceed ENERGY STAR efficiency ratings.

Contractor shall provide to the DOH Point of Contact (POC) via email the legal first and last names of technician's who will be on-site for removal and installation in Kalaupapa. These names will be used solely for the DOH permitting process for all visitors who are requesting entry into Kalaupapa and for approval on the Mokulele Airlines approved contractor list.

4.0 PERIOD OF PERFORMANCE

Work shall be completed within the contracted period indicated in the award. Work must be coordinated with the DOH POC to minimize disruptions to DOH facility operations.

5.0 DOH FURNISHED PROPERTY AND SERVICES

DOH shall:

Provide a DOH POC: Paone Lee-Namakaeha, Temp General Construction and Maintenance Supervisor, paoneakai.lee-namakaeha@doh.hawaii.gov.

Complete permitting paperwork for all on-site contractors performing work under this contract.

Provide transportation in Kalaupapa while performing work under this contract at no charge to the Contractor.

Provide lodging to all contractors performing work under this contract at no charge to the Contractor. Lodging will consist of shared living arrangements among your work group, to include shared living quarters, kitchen, dining area, and laundry facilities.

Dispose of removed HVAC units.

6.0 CONTRACTOR FURNISHED PROPERTY AND SERVICES

Contractor shall:

Contractor shall provide all materials, equipment, tools, labor, transportation to and from Kalaupapa, all meals and incidental items required to complete the required services.

Provide all meals for Contractor technicians while performing work under this service contract for the entire duration of their stay in Kalaupapa.

Provide trained, certified technicians for the removal and installation of HVAC units.

Contractor shall provide to the POC via email the legal first and last names of technician's who will be on-site for removal and installation in Kalaupapa.

7.0 PURCHASE ORDER PAYMENT TERMS

All payments for services rendered or materials delivered under this contract will be made through a Purchase Order (PO) system. Contractors are advised that PO processing may take approximately six (6) to eight (8) weeks from the date of invoice submission and acceptance by the DOH.

7.1 INVOICE SUBMISSION

Contractor shall submit the final invoices promptly upon completion of all work to the DOH POC and must remain compliant in Hawaii Compliance Express throughout the contract and processing of final payment (<https://vendors.ehawaii.gov/hce/>).

Invoices must reference the PO number, itemized costs, and dates of service/delivery.

Invoices that are incomplete, inaccurate, or missing documentation will be returned for correction, and processing timelines will reset upon resubmission.

7.2 NO ADVANCE PAYMENTS

Advance or partial payments will not be authorized unless otherwise stated in writing by the DOH.

APPENDIX A – Pictures of current HVAC systems requiring replacement.

APPENDIX B – Attachment B: Visitor Permit Rules and Regulations Governing all Visitors to Kalaupapa Settlement and the Kalaupapa Risk Acknowledgement and Liability Waiver.