



**STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES
DIVISION OF BOATING AND OCEAN RECREATION
KAUA'I DISTRICT**

JOB KAUAI 27.02

MAINTENANCE OF WASTEWATER TREATMENT PLANT AT NAWILIWILI SMALL BOAT HARBOR, ISLAND OF KAUAI

Scope of Work:

Vendor shall provide the Nawiliwili Small Boat Harbor its full range of technical assistance in the operation and maintenance of the wastewater treatment plant serving the two properties. The treatment facilities shall be operated to produce the highest quality effluent that it can produce.

The following is the work to be performed:

1. The vendor shall perform and/or directed by personnel certified by the State Board of Certification of Operating Personnel in Wastewater Treatment Facilities.
2. Vendor's personnel shall act as direct Responsible Charge Operator for the facilities. The vendor's support shall include professional engineers, process specialists, electricians, plumbers, and mechanics.
3. The vendor shall always maintain the premises in secure and neat conditions.
4. The vendor shall provide information necessary to the State for communications and correspondence with the Department of Health regarding the operation and maintenance at both facilities, sampling reporting compliance with Chapter 62 regulations of Title II, Hawaii Administrative Rules (dated January 14, 2004) and general regulatory matters.
5. The vendor shall implement a spare parts inventory system whereby equipment downtime shall be kept to a minimum.
6. The vendor shall provide the following services at **Nawiliwili SBH on a regular basis, two days a week (Monday through Friday)**.
 - a. Collect necessary process samples and perform analyses for dissolved oxygen, pH, settleability and chlorine residual, and other parameters as required, in accordance with applicable State regulations.
 - b. Check sludge return pump for proper operation and adjust flow rate, if necessary, for process control.
 - c. Check/adjust aeration to maintain proper dissolved oxygen levels and mix in aeration tank and digester.
 - d. Check effluent system for proper operation and adjust, as necessary.
 - e. Record all readings.

- f. Maintain logs of plant operations and test results.
 - g. Skim and wash down facility.
 - h. Check and clean scum skimmer to ensure proper operation (if applicable)
- 7. The vendor shall check on a **weekly** basis the aeration pump equipment for proper operating conditions.
- 8. The vendor shall provide the following services on a **monthly, quarterly** or on an as needed basis:
 - a. Prepare monthly operations report and submit invoice.
 - b. Schedule disposal of digested sludge.
 - c. Collect effluent samples for BOD and suspended solids in accordance with requirements in Chapter 62, HAR.
 - d. Perform routine and non-routine equipment servicing.
 - e. Minor touch up painting for all equipment to prevent corrosion.
- 9. The vendor shall possess all required certificates, licenses, etc. to conduct the aforementioned. This project will require a certified State Wastewater Treatment Plant Operator's license, Grade 2 or 3.

The Company shall provide the following prior to the award and within 10 days after receiving the intent to award letter:

- 1. Proof of liability insurance in the amount of \$500,000 naming the State as additional insured.
- 2. Certificate of Vendor Compliance - HCE

Terms of the Contract:

The term of the contract shall be for the twelve (12) month period commencing from July 1, 2025, to June 30, 2026

All invoices shall be submitted for payment to the Kauai District Office: 2494 Niumalu Road, Lihue, Hawaii 96766.

Unless terminated, the contract may be extended without re-bidding, upon mutual agreement in writing between the State and the Contractor, prior to the expiration date, for not more than one (1) additional twelve (12) month period, or parts thereof. Provided, however, the contract price for the extended period shall remain the same or lower than the initial contract price, subject to any price increase allowed by the contract.

The Contractor or the State may terminate any extended contract period at any time upon ninety (90) days prior written notice.

Any missing documentation not submitted at the time of the bid may invalidate your bid and/ or consideration for the proposed solicitation job.