

**HAWAII PUBLIC HOUSING AUTHORITY
REQUEST FOR QUOTES
RFQ-PMB-28-2026**

**Replacement and Preventative Maintenance Services for Gas Water Heater
at Kalanihuia under Asset Management Project HI001000035 on Oahu**

Pursuant to Chapter 103D, Hawaii Revised Statutes, the Hawaii Public Housing Authority (HPHA) will be accepting quotes to replace and provide preventative maintenance services for gas water heater at Kalanihuia under Asset Management Project HI001000035 on Oahu.

The HPHA reserves the right to reject any or all quotes and may waive any quote defects when such action is in the best interest of the State. The award to the lowest responsible and responsive offeror will be made by the HPHA and is subject to the availability of funds. Nothing in this Request for Quotes shall be construed to obligate the HPHA to encumber a Contract using funding sources not specifically budgeted for this purpose.

I. Scope of Work

The Successful Offeror shall provide services for condensing gas water heater replacement and preventive maintenance services at Kalanihuia under Asset Management Project HI001000035 on Oahu. Service location is 1220 Aala Street, Honolulu, Hawaii, 96817.

The Successful Offeror shall provide services to include the following:

A. Water Heater Replacement.

1. Apply and obtain permit necessary for the removal and installation of the condensing water heater;
2. Removal and disposal of the existing condensing water heater, Bradford White Model No. BCGT120T4003NA.
3. Furnish and install new condensing water heater. New water heater shall include one (1) years of warranty and has equivalent specifications as the existing condensing water heater (Bradford White Model BCGT120T4003NA).
4. Re-pipe to accommodate new heater's configuration if needed; and
5. Test operations

B. Preventative Maintenance Services.

1. Perform preventative maintenance services for the replacement/new water heater in accordance with the resulting maintenance service Contract with terms and conditions of all equipment manufacturer's warranties and Maintenance Manual.
2. Maintenance services shall include the applicable items below, but shall not be limited to the following:
3. Coordinate maintenance services with the HPHA Contract Administrator and the Officer-In-Charge. The Successful Offeror shall provide at minimum five (5) consecutive business days advance notice to the HPHA Contract Administrator and Officer-In-Charge of any changes to the schedule date of service.
4. Services shall be performed between 8:00 a.m. Hawaii Standard Time (HST) to 4:00 p.m. HST, Monday through Friday, excluding State Holidays.

II. Type of Contract and Time of Performance

A. Type of Contract

A purchase order will be issued for the water heater replacement services. The Successful Offeror shall be required to enter into formal written contract with the HPHA for water heater maintenance services. See attached Exhibit A for Sample Contract, which includes all contractual terms and conditions.

B. Time of Performance

1. Water Heater Replacement

The Successful Offeror shall commence water heater replacement service upon the HPHA's issuance of a Notice to Proceed (NTP) and complete services not later than three (3) calendar days from receipt of the NTP unless there are circumstance beyond the Successful Offeror's control and are acceptable and approved by the HPHA.

2. Maintenance Services

Initial term of the maintenance services contract shall be for a 12-month period effective upon the HPHA's issuance of a Notice to Proceed. Contract will include up to 12 months of options to extend to be exercised at the sole discretion of the HPHA. Maximum contract term shall not exceed 24 months.

C. Work Schedule

Services shall be performed on Mondays through Fridays, excluding State holidays, from 8:00 a.m. to 4:00 p.m. Hawaii Standard Time (HST).

D. The Successful Offeror shall provide a work schedule to the HPHA Contract Administrator or his/her designee prior to the start of services to include the start and end date for installation of the replacement water heater and maintenance schedule for the maintenance services contract.

E. The HPHA is not responsible for and shall not pay overtime pay resulting from the Successful Offeror's scheduling of staff.

III. General Requirements

A. Qualifying requirements

The Successful Offeror shall comply with the chapter 103D, HRS, Cost Principles for Purchase of Goods and Services and applicable HUD rules.

The Successful Offeror must have no outstanding balances owing to the HPHA. Exceptions may be granted by the Executive Director of the HPHA for debts recently acquired and for debts which have a repayment plan approved by the Executive Director of the HPHA.

B. Wages and Labor Law Compliance and Weekly Certified Payroll Submission

Pursuant to section 103-55, Hawaii Revised Statutes (HRS), wages, hours, and working conditions of employees of contractors performing services, prior to an offeror entering in a contract to perform services in excess of \$25,000 for any governmental agency, the offeror shall certify that services to be performed will be performed under the following conditions:

1. Wages. 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.

The Successful Offeror shall give a copy of the rates of wages to each employee employed under the contract at the time each employee is employed; provided that the contractor does not have to provide the contractor's employees the wage rate schedules where there is a collective bargaining agreement; and

2. Compliance with labor laws. All applicable laws of the federal and state government relating to workers' compensation, unemployment compensation, payment of wages, and safety will be fully complied with.

The State has determined that work to be performed under the resulting Contract is similar to Plumber I under Bargaining Unit 01. Reference Exhibit B for Plumber I Class Specifications.

Therefore, the Successful Offer shall be required to pay their employees the prevailing State wages for work performed under the resulting Contract. The current wage rate for the period effective July 1, 2026 is available on the Department of Human Resources Development website at <http://dhrd.hawaii.gov/state-hr-professionals/class-and-comp/salary-schedules/bu-01-blue-collar-non-supervisor/> and are listed as follows:

Class	Hourly Rate Effective 7/1/2026
Plumber I (BC 10)	\$36.40

Offerors are further advised that in the event of an increase in wages for public employees performing similar work during the Contract performance period, the Successful Offeror shall be obligated to provide wages not less than those increased wages.

At the time of quote submission, offerors are required to complete and submit the attached Wage Certification certifying that the services required will be performed pursuant to section 103-55, HRS should the quote be submitted in excess of \$25,000. Reference attached Exhibit C - Wage Certificate.

During the Contract performance period for award in excess of \$25,000, the Successful Offer shall submit certified copy of all payroll for employees and subcontractors performing services under the resulting Contract to the HPHA on a weekly basis. The certified copy of payroll shall demonstrate compliance with section 103-55, HRS. The certified payroll shall include the following information:

1. Name of each employee
2. Employee correct classification
3. Rate of Pay
4. Daily and Weekly number of hours worked
5. Deductions made
6. Actual wages paid

Payroll records for all employees working under the resulting Contract shall be maintained by the Successful Offeror and the Successful Offeror's subcontractor during the course of work and preserved for a period of three (3) years thereafter. The Successful Offeror shall make payroll records available for examination within ten (10) days from the date of a written request from the HPHA or any authorized representative thereof.

No contract in excess of \$25,000 shall be awarded unless all conditions of this section are met. Failure to comply with the conditions of this section during the Contract performance period shall result in cancellation of the Contract, unless such noncompliance is corrected within a reasonable period as determined by the HPHA. Final payment of the Contract shall not be made unless the HPHA determined that the noncompliance has been corrected.

A. Certifications of Eligibility

Prior to award of a contract, the Successful Offeror is required to submit the following documents to the HPHA to demonstrate compliance with State laws:

1. Tax Clearance Certificate (Form A-6) from the Hawaii State Department of Taxation and the Internal Revenue Services;
2. Application for Certificate of Compliance (Form LIR #27) from the Department of Labor and Industrial Relations; and
3. Certificate of Good Standing from the Department of Commerce and Consumer Affairs Business Registration Division.

Instead of separately applying for these (paper) certificates at the various state/federal agencies, the applicant may choose to use the Hawaii Compliance Express (HCE), which allows business to register online through a simple wizard interface at:

<http://vendors.ehawaii.gov/hce/splash/welcome.html>

The HCE provides the applicant with a "Certificate of Vendor Compliance" with current compliance status as of the issuance date, accepted for both contracting purposes and final payment. Vendors that elect to use the new HCE services will be required to pay any annual fee of \$12.00 to the Hawaii Information Consortium, LLC.

- B. The Successful Offeror shall take precautions against damages to properties while performing the services. All damages resulted from the Successful Offeror's operations shall be repaired at the expense of the Successful Offeror. The Successful Offeror shall repair all damages caused by Successful Offeror's equipment or employees to existing utilities and structures, including without limitation water lines, electric conduits, sewer lines, and buildings. If such repairs are not completed within a reasonable time frame, the HPHA reserves the right to purchase services for the necessary repairs from the open market and to deduct all repair costs from moneys due or may thereafter become due to the Successful Offeror. In the event moneys due to the Successful Offeror is insufficient for this purpose, the Successful Offeror shall pay the difference upon demand by the HPHA.

- C. For the duration of the Contract, the HPHA has the right to temporarily suspend work operation and/or terminate the Contract during any phase of the Contract due to the Successful Offeror's non-compliance. Operation may resume upon approval by the Contract Administrator and/or designee when the Successful Offeror's non-compliant performance has been satisfactorily corrected for all non-performance issues. Any losses resulting from work delays due to Successful Offeror's non-compliant performances shall be the sole responsibility of the Successful Offeror and shall be promptly remedied by the Successful Offeror at his/her own expense.
- D. Compensation and Payment Terms Section 103-10, HRS, provides that the HPHA shall have 30 calendar days after receipt of invoice or satisfactory performance of the services to make payment. Upon receipt of the invoice, the HPHA shall date stamp the invoice, and use this receipt date to calculate the 30-day payment period. For purposes of this section, the Successful Offeror's invoice date shall not be considered.

The Successful Offeror shall submit monthly invoice(s) for services rendered to:

Hawaii Public Housing Authority
Attn: Property Management and Maintenance Services Branch
1002 North School Street
P.O. Box 17907
Honolulu, HI 96817

E. Campaign Contributions by State and County Successful Offerors Prohibited

If a Contract is awarded as a result of this solicitation, the Successful Offeror agrees to comply with §11-355, HRS, which states that campaign contributions are prohibited from a State and County government Successful Offeror during the term of the Contract if the Successful Offeror is paid with funds appropriated by the legislative body between the execution of the Contract through the completion of the Contract.

F. No-Smoking Policy

Smoking of tobacco or any other plant material as well as electronic smoking devices is strictly prohibited on HPHA properties. The Successful Offeror agrees and shall adhere to this no-smoking prohibition while on HPHA property. Such violation may be considered a breach of this Contract and result in suspension or termination.

II. Minimum Qualifications

A. License Requirement

State of Hawaii "C-4" Boiler, hot-water heating, hot water supply, and steam fitting

contractor License

III. Site Inspection

A site inspection will be conducted on:

Date: Wednesday August 9, 2026

Time: 9:00 a.m.

Location: AMP 35 Management Office at 1220 Aala Street, Honolulu, HI 96817

A site inspection is not required in order to submit a quote but is highly encouraged to become familiar with the existing conditions and the nature of the work to be performed. No additional compensation shall be allowed by reason of any misunderstanding or error regarding the conditions of the work to be performed.

IV. Submission of Questions and Quote

A. Submission of Questions

Questions regarding this solicitation shall be submitted on the HlePro not later than 2:00 p.m. HST, Thursday, August 10, 2026. Responses to question received will be posted by 4:30 p.m. HST, Friday August 11, 2026.

B. Submission of Quote

The total quote amount shall be the all-inclusive cost to the HPHA, including all applicable taxes, for providing the services specified. The HPHA is not responsible for and will not pay overtime pay resulting from the Successful Offeror's scheduling of staff.

The quote shall include all labor, material, equipment, administrative and personnel costs and any increase in costs for benefits required by law that are automatically increased as a result of increase wages, such as Federal old age benefits, workers' compensation, temporary disability insurance, unemployment insurance, and prepaid public health insurance.

Quote shall be submitted on the HlePro not later than Wednesday September 16, 2026; 2:00 p.m. HST and include the following:

o

1. Complete the Offer Form as provided in Exhibit D and enter the **unit price for each line item** listed on the HlePro. The Hie Pro will multiply the unit price by the quantities indicated to calculate the price quote. Upload the completed Offer Form in the submission. Prices shall be the **all-inclusive** costs to the HPHA.
2. **Provide State of Hawaii "C-4" license number** in the Comments Section of the HlePro quote submission field.

3. If quote total is in excess of \$25,000, **upload the completed Wage Certificate as an attachment to the HlePro quote submission.**

Quote submissions without the completed the C-4 license number and/or Wage Certificate may be considered non-responsive and may not be considered for award.

Please contact Matthew Louis at (808) 620-1364 should you have any questions.

V. Attachments

Attachment A – Sample Contract
Attachment B – Plumber I Class Specifications
Attachment C – Wage Certificate