ATTACHMENT I

RENTAL & SERVICING OF CERTAIN RUBBISH BINS AT KEKAHA KAI AND KIHOLO ON THE ISLAND OF HAWAII

The Department of Land and Natural Resources, Division of State Parks, is interested in contracting the rental and servicing of certain rubbish bins at the Kekaha Kai State Park - Maniniowali Section (Kua Bay) and at the Kiholo Bay Section of the Puuanahulu/Puuwaawaa State Park Reserve. All labor, materials and equipment necessary for the transport, placement and service of those certain rubbish bins described herein shall be provided by the vendor.

The rubbish bins, size and service requirements are as follows:

Kekaha Kai State Park - Maniniowali Section (Kua Bay), North Kona, Hawaii

One (1) four cubic yard (4 CY) rubbish bin to be located near the Park restrooms and shall be serviced Mondays, Wednesdays, Fridays and Saturdays. Note: Should a holiday fall on a service day, arrangements shall be made for an alternate service day for that week. The alternate service day shall be coordinated with the West Hawaii Maintenance Supervisor at (808) 895-1660. Drivers are required to fill out sign-in service sheet when performing their pickups.

Puuanahulu/Puuwaawaa State Park Reserve, Kiholo Bay Section, North Kona, Hawaii

One (1) six cubic yard (6 CY) rubbish bin to be located near the former Loretta Lynn house site and shall be serviced one time (1x) per week.

Should a pickup day be missed and not made up for that week, the charge for the missed date shall be deducted from the amount invoiced to State Parks.

Scope of Work

Vendor shall furnish rubbish bins and provide all labor, materials and equipment necessary, for the transport, placement and service of units described herein. Should a service day be missed, the prorated amount shall be deducted from the month's billing cycle. The pickup for the rubbish bins shall be between 8:00 a.m. and 2:00 p.m. on the pickup days. As stated under the Kekaha Kai State Park Maniniowali Section, there will be a sign-in sheet for the drivers to indicate the time of service.

Servicing of Units. Servicing should include pick up, removal and disposal at an authorized County landfill. Vendor shall be responsible to ensure that rubbish bins are in serviceable condition and shall replace any unit(s) that the State deems unserviceable. The rubbish bins shall be washed out at least once a week.

Placement location and a schedule of service days and times shall be coordinated with the West Hawaii Park Maintenance Supervisor prior to the commencement of work. The contact number is (808) 895-1660.

Should the vendor fail to conform to the requirements herein, the vendor shall immediately remedy any deficiencies. Should the vendor fail to comply, the State reserves the right to terminate the service.

Additional Service Day

Any additional charges for an extra service day shall be approved by the State prior to the work being done. Should a service day in addition to the regularly scheduled service day be required, the West Hawaii Park Maintenance Supervisor will contact the vendor.

Bidding

Fill out Attachment II and use the total amount shown not including the Extra Service Day, as your bid total. Be sure to also submit Attachment II as part of your bid. These must be done electronically through the HIePRO system.

For questions regarding this solicitation, please contact Luisa Castro at (808) 961-9540 or luisa.m.castro@hawaii.gov.

Cancellation of Services

During the duration of the contract, should service at any of the locations no longer be required, fifteen (15) day written notice shall be given.

Liability Insurance

The vendor shall provide a Certificate of Insurance with the following minimum insurance coverage(s) and limit(s):

Coverage	Limits
Commercial General Liability	$1,000,000 combined single limit per occurrence for bodily injury and property damage $2,000,000 general aggregate
Automobile Liability	$1,000,000 combined single limit per occurrence $1,000,000 bodily injury per person and per accident $1,000,000 property damage per accident

Each insurance policy required by this contract, including a subcontractor's policy, shall contain the following condition and clause:

1. This insurance shall not be canceled, limited in scope of coverage or non-renewed until after 30 days written notice has been given to the State of Hawaii, Department of Land and Natural Resources, Division of State Parks, 75 Aupuni Street Room 204, Hilo, HI 96720.

2. The State of Hawaii is added as an additional insured as respects to operations performed for the State of Hawaii.

3. "It is agreed that any insurance maintained by the State of Hawaii will apply in excess of, and not contribute with, insurance provided by this policy."

The minimum insurance required shall be in full compliance with the Hawaii Insurance Code throughout the entire term of the contract, including supplemental agreements.

Term

The term shall be for twelve (12) month period. Unless terminated, the contract may be extended without re-bidding, upon mutual agreement in writing between the State and the vendor, prior to the expiration date, for not more than one (2) 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.

Invoice

The successful vendor shall send an original and three (3) copies of the invoice to:

Department of Land and Natural Resources
Division of State Parks
75 Aupuni Street Room 204
Hilo, HI 96720

The invoice should reference the purchase order number and provide a breakdown of the monthly cost for billing and accounting purposes.

Hawaii Compliance Express

At the time of bidding and throughout the period of the contract, the Offeror shall be a compliant member of the Hawaii Compliance Express (HCE). Information on joining and the requirements for HCE can be found at: https://vendors.ehawaii.gov/hce/

Campaign Contributions

CAMPAIGN CONTRIBUTIONS BY STATE AND COUNTY CONTRACTORS PROHIBITED. If awarded a contract in response to this solicitation, offeror agrees to comply with HRS Section 11-355, which states that campaign contributions are prohibited from a State and county government contractor during the term of the contract if the contractor is paid with funds appropriated by the legislative body between the execution of the contract through the completion of the contract.