

SPECIFICATIONS

SCOPE OF WORK:

The Contractor shall furnish all labor for installation, maintenance and inspection, materials and supplies (which includes bait boxes and traps) and any and all other items necessary to satisfactorily perform all operations in connection with the furnishing of rodent control for the Department of Accounting and General Services, Central Services Division, 729-B Kakoi Street, Honolulu, Hawaii 96819 as set forth in this invitation for bid (IFB), including these Specifications, Special Provisions and General Conditions.

GENERAL CONDITIONS:

1. All work shall be performed in accordance with applicable Federal, State and County rules and regulations.
2. The Contractor shall be in possession of all necessary licenses, permits and certifications required for full performance of this contract.
3. The Contractor shall be responsible for providing written, site-specific recommendations to the Contract Administrator about any existing conditions that may contribute to the harboring of rodents and any action needed to correct these deficiencies.
4. The Contractor shall not subcontract any of the services to be provided under this Contract.
5. All provisions of the Occupational Safety and Health Act (OSHA) shall be strictly adhered to.
6. Any damage to buildings, structures, vehicles, plants and other items in the area and adjoining properties shall be repaired and/or replaced by the Contractor at his own expense and to the satisfaction of the Contract Administrator or his designated representative and any injured party.
7. The Contract Administrator or his designated representative will routinely inspect the Contractor's work to assess the progress and effectiveness of the work and to determine the acceptability of the Contractor's work.

LICENSE, EXPERIENCE AND INSURANCE:

Contractors must have the required license, experience and insurance as required under the Pest Control Operators, HRS Chapter 460J and HAR Chapter 94.

EXTERIOR RODENT CONTROL:

1. Rodent control occurring in exterior areas of occupied buildings shall be accomplished with bait boxes only.
2. The Contractor shall notify the Contract Administrator or his designated representative of the location of the baited boxes and provide the Contract Administrator or his designated representative with a inspection/monitoring schedule.
3. The Contractor shall be responsible for disposing of all dead rodents in a timely manner and in accordance with all applicable local, state and federal requirements.

BAIT BOXES:

1. Bait boxes shall be Protecta LP bait stations or approved equal.
2. All bait boxes and trapping devices shall be securely attached or anchored to the floor, ground, wall or other immovable surface.

LIST OF BUILDING:

Services shall be provided at the following State office buildings:

1. Princess Keelikolani Building, 830 Punchbowl Street, Honolulu, Hawaii 96813
2. Hale Auhau Building, 425 Queen Street, Honolulu, Hawaii 96813
3. Kekuanaoa Building, 465 South King Street, Honolulu, Hawaii 96813
4. Liliuokalani Building, 1390 Miller Street, Honolulu, Hawaii 96813
5. State Capitol, 415 South Beretania Street, Honolulu, Hawaii 96813
6. Washington Place, 320 South Beretania Street, Honolulu, Hawaii 96813
Special arrangements need to be made to access this property. Contact James Hisano, Contract Administrator, at 831-6734 if access is desired.
7. Leiopapa a Kamehameha Building, 235 South Beretania Street, Honolulu, Hawaii 96813.
8. No. 1 Capitol District Building, 250 South Hotel Street, Honolulu, Hawaii 96813

9. Kinau Hale, 1250 Punchbowl Street, Honolulu, Hawaii 96813
10. Kamamalu Building, 1010 Richards Street, Honolulu, Hawaii 96813
11. State Archives, Records Center, 729 Kakoi Street, Honolulu, Hawaii 96819
12. Waipahu Civic Center, 94-275 Mokuola Street, Waipahu, Hawaii 96797

WRITTEN REPORTS:

Contractor shall submit to the Contract Administrator or his designated representative written reports after each inspection of baited or trapping devices. The report shall include, but not be limited to, a summary of activities, results of the inspections, placement of baited or trapping devices, recommendations for follow-up and any other information necessary to achieve an effective rodent control program.

PRE-BID CONFERENCE AND SITE INSPECTION:

While not mandatory, attendance at the pre-bid site inspection is highly recommended to allow the Contractor the opportunity to become familiarized with the properties. The pre-bid site inspection will include each of the three (3) State office building included in this contract and is scheduled for **August 20, 2018 at 9:00 A.M. beginning at main entrance of the Princess Keelikolani Building, 830 Punchbowl Street, Honolulu, Hawaii 96813.** Please contact James Hisano, Contract Administrator, at least two (2) days prior to the pre-bid inspection by calling 831-6734 or by e-mail at james.hisano@hawaii.gov to confirm attendance.

EXTRA WORK:

For extra work not covered by the Contract, the Contractor shall submit a separate written proposal to the Contract Administrator describing the work to be done and the cost to perform the work. If the proposal is found acceptable, and without further solicitation of other bidders, the Contract Administrator may issue a separate Purchase Order to authorize the work.

Extra work may include, but not be limited to, the installation and monitoring of spring traps, cage traps, and glue traps as may be necessary.

ADDITIONAL SERVICE REQUIREMENTS:

Contractor shall be required to furnish additional rodent control services (exterior and/or interior) to any new buildings or any building not initially listed herein. -Contractor shall

submit a proposal to the State listing the cost for the initial installation, quantities of bait boxes for exterior of buildings, spring traps, cage traps and glue traps for interior of buildings to be installed and monthly cost for maintenance and monitoring.

For existing buildings requiring additional bait boxes for exterior of building, spring traps, cage traps and glue traps for interior of building (exterior and/or interior) the Contractor will submit a proposal to the State listing the initial cost for the installation and quantities of bait boxes for exterior of buildings, spring traps, cage traps and glue traps for interior of buildings and any additional monthly cost for maintenance and monitoring.

The State reserves the right to add or delete buildings, increase or decrease any exterior and interior maintenance and monitoring services required and increase or decrease the amount of bait boxes, spring traps, cage traps and glue traps.

CONTRACT ADMINISTRATOR:

The Contract Administrator is James Hisano, Central Services Manager, or his designated representative and may be contacted by calling 831-6734 or by e-mail at James.hisano@hawaii.gov.