

Attachment 1 – Proposal Offer Form BF-1 to BF-7

JANITORIAL, TRASH COLLECITON AND MAINTEMANCE SERVICES
FOR KEWALO BASIN HARBOR DIAMOND HEAD COMFORT STATION, DIAMOND HEAD PARKING
LOT AND KOLOWALU PARK
HONOLULU, OAHU, HAWAII

Hawaii Community Development Authority
547 Queen Street
Honolulu, Hawaii 96813

To Whom It May Concern:

The undersigned has carefully read and understands the terms and conditions specified in the Invitation for Bids, including the Specifications, Special Provisions and General Conditions attached hereto and hereby submits the following bid to perform the work specified herein, all in accordance with the true intent and meaning thereof. The undersigned further understands and agrees that by submitting this bid, 1) he/she is declaring his/her bid is not in violation of Chapter 84, Hawaii Revised Statutes, concerning prohibited State contracts, and 2) he/she is certifying that the price(s) submitted was (were) independently arrived at without collusion.

The undersigned represents: (Check one **only**)

- A **Hawaii business** incorporated or organized under the laws of the State of Hawaii; **OR**
 A **Compliant Non-Hawaii** business not incorporated or organized under the laws of the State of Hawaii, but registered at the State of Hawaii, Department of Commerce and Consumer Affairs Business Registration Division to do business in the state of Hawaii.
State of Incorporation: _____

Bidder is:

Sole Proprietor Partnership *Corporation Joint Venture Other _____

Federal I.D. No.: _____ Hawaii General Excise Tax License I.D. No.: _____

Payment address (other than street address below): _____

City, State, Zip Code: _____

Business address (street address): _____

City, State, Zip Code: _____

Respectfully submitted:

Date: _____

(x) _____

Authorized (Original) Signature

Telephone No.: _____

Name and Title (Please Type or Print)

Fax No.: _____

**

E-mail Address: _____

Exact Legal Name of Company (Bidder)

**If Bidder shown above is a "dba" or a "division" of a corporation, furnish the exact legal name of the corporation under which the awarded contract will be executed:

Are services to be rendered by company employees similar or equal to public officers and employees listed in the attached employee classification description?

Yes _____ No _____

If yes, complete the following:

_____ % represents the labor costs for the Total Basic Bid.

BIDDER SHALL PROVIDE THE FOLLOWING INFORMATION:

1. Permanent **Oahu** Office Location: _____

2. Telephone Number: _____

3. Bidder must be able to verbally respond to the HCDA within one (1) hour of a call/request. Furnish contact information for the person(s) to contact regarding the "day-to-day" operations and performance of the work provided.

Name/ Title: _____

Telephone Number: _____ FAX Number: _____

Cell Phone Number: _____ Email: _____

State of Hawaii Business License No.: _____

(Attach a copy of the applicable license)

Number of year's experience: _____

Expiration Date: _____

Bidder: _____
Name of Company

Are services to be rendered by company employees similar or equal to public officers and employees listed in the attached employee classification description?

Yes _____ No _____

If yes, complete the following:

_____ % represents the labor costs for the Total Basic Bid.

Years of Experience = _____

Bidder must have a minimum of three (3) consecutive years of experience in all items listed under Section 3.1.A.

Company and/or Government Agency References

List a minimum of two (2) companies and/or government agencies that bidder has provided services similar to the services specified herein. References should specifically be able to attest to Bidder's experience in providing all services outlined in Section 3.1.A. Do not list the HCDA as a reference. The State reserves the right to contact these companies/government agencies to ascertain the quality and timeliness of services provided.

Name of Company/Government Agency Name of Contact Person Phone No.

Bidder: _____
Name of Company

Insurance coverage is carried by, if applicable:

<i>Insurance Coverage:</i>	<i>Carrier</i>	<i>Policy No.</i>
Commercial General Liability:		
Automobile Liability:		
Worker's Compensation:		
Temporary Disability Insurance:		
Prepaid Health Care:		
Unemployment Insurance: State of Hawaii Labor No.:		

Bidder: _____
Name of Company

FURNISH JANITORIAL, TRASH COLLECTION AND MAINTENANCE SERVICES FOR KEWALO BASIN HARBOR, AND KOLOWALU PARK
HONOLULU, OAHU, HAWAII

Hawaii Community Development Authority
547 Queen Street
Honolulu, Hawaii 96813

The following bid is hereby submitted for the services specified in HCDA IFB 03-2019 to furnish Janitorial, Trash Collection and Maintenance Services at the Kewalo Basin Harbor and Kolowalu Park under the jurisdiction of the HCDA, for a three (3) year period from the official commencement date on the Notice to Proceed:

Item No.	Description – Basic Bid	A. Unit Price* per month	B. (# of months)	Total (A x B)
1	Open/Close comfort station doors and secure	\$	36	\$
2	Empty all trash cans once a day	\$	36	\$
3	Clean and stock comfort station twice a day	\$	36	\$
4	Remove algae, debris and build up from drinking fountains weekly	\$	36	\$
5	Remove graffiti from inside and outside the comfort station as needed		36	
6	Replace burnt out and broken light bulbs in the comfort station as needed		36	
7	Remove general rubbish and debris as needed		36	
	BASIC BID TOTAL (Add items 1-7)	N/A	N/A	**\$

*Unit Bid Price shall include costs for all labor, equipment, materials, applicable taxes (including the Hawaii General Excise Tax) and any other expenses incurred to provide services as specified herein.

**** \$25,000 ANNUAL ALLOWANCE WILL BE ADDED TO THE CONTRACT SEPARATELY. DO NOT INCLUDE THIS NUMBER IN YOUR TOTALS ABOVE.**

2.3 CONTRACTOR FURNISH CLEANING SUPPLIES

Item	Description	Kewalo Basin Harbor Diamond Head Comfort Station
	Toilet Paper Rolls, Kimberley Clark Scott #04460, rolls, 2-ply, fully bleached (white), 80 rolls per case Offering: _____	_____ cases
2	Toilet Paper Jumbo Roll, Georgia Pacific Acclaim, #13105, single ply, fully bleached (white), 3.5" wide x 4000 ft long, 24,000 linear feet per case, 6 rolls per case Offering: _____	_____ cases
3	Trash Bags, 36"w x 50"l gallon capacity, 2 mil min., 150 bags per case (for 50-gallon drum). For Kewalo Basin Harbor Diamond Head Comfort Station, Kewalo Basin Harbor Diamond Head Parking Lot, Kolowalu Park Offering: _____	_____ cases For (7 of trash cans) 50-gallon trash cans
4	Ajax, Comet, or equal. Offering: _____	_____ each
5	Chlorine Bleach, Clorox, Pure Bright, or equal, 6 gallons per case. Offering: _____	_____ cases
6	Graffiti Paint (dark grey) Offering: _____	_____ gallon
7	Deodorant blocks (for urinals) Offering: _____	_____ boxes

HCDA reserves the right to reject any and all bids.

Bidder: _____
Name of Bidder

**WAGE CERTIFICATE
FOR SERVICE CONTRACTS**
(See Special Provisions)

Subject: IFB No.: HCDA 03-2019
Title of IFB: Furnish Janitorial, Trash Collection and Maintenance Services
for Kewalo Basin Harbor and Kolowalu Park

Pursuant to Section 103-55, Hawaii Revised Statutes (HRS), I hereby certify that if awarded the contract in excess of \$25,000, the services to be performed will be performed under the following conditions:

1. All applicable laws of the federal and state governments relating to workers' compensation, unemployment compensation, payment of wages, and safety will be fully complied with; and
2. 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, with the exception of professional, managerial, supervisory, and clerical personnel who are not covered by Section 103-55, HRS.

I understand that failure to comply with the above conditions during the period of the contract shall result in cancellation of the contract, unless such noncompliance is corrected within a reasonable period as determined by the procurement officer. Payment in the final settlement of the contract or the release of bonds, if applicable, or both shall not be made unless the procurement officer has determined that the noncompliance has been corrected; and

I further understand that all payments required by Federal and State laws to be made by employers for the benefit of their employees are to be paid in addition to the base wage required by section 103-55, HRS.

Bidder _____

Signature _____

Title _____

Date _____