

Hawaii Public Housing Authority

REQUEST FOR QUOTES

RFQ-PMB-2021-40

Mold Remediation Services – AMP 38 on Kauai

Notice is hereby given pursuant to Chapter 103D, Hawaii Revised Statutes (HRS), the Hawaii Public Housing Authority (HPHA) will be accepting quotes for mold remediation services at Hale Hoonanea under Asset Management Project 38 (AMP 38) on Kauai.

I. Scope of Services

- A. Mold remediation to remove, disinfect, and to restore units back to normal fungal ecology per IICRC S520 guidelines for Unit 3L and Unit 3R located at Hale Hoonanea, 4401 Waiolo Road, Eleele, Hawaii 96705.
- B. Services to include all labor, tools and equipment necessary to:
 - 1. Unit 3L - Bedroom:
 - a) Lay down floor protector subjacent to work areas and foot traffic areas.
 - b) Manipulate contents as needed.
 - c) Detach baseboards.
 - d) Remove and bag affected drywall in bedroom closet; approx. 2'x8'.
 - e) Remove tile and cement board backer, as needed.
 - f) HEPA vacuum exposed framework and adjacent areas.
 - g) Disinfect and damp wipe stud wall.
 - h) Re-HEPA vacuum exposed framework and adjacent areas.
 - i) HEPA air-scrub airborne particles in work areas and adjacent rooms.
 - j) Dry Swiffer walls in adjacent rooms to remove transitory mold spores.
 - k) Structurally dry framework and foundation with XXL LGR dehumidifiers for two (2) to four (4) days.
 - l) Hang and tape drywall.

m) Replace baseboards

n) Match paint color/texture and paint drywall surfaces.

2. Unit 3L - Bathroom:

a) Create negative pressure (zip-wall) containment around bath.

b) Lay down floor protector subjacent to work areas and foot traffic areas.

c) Manipulate contents as needed

d) Detach bathroom fixtures, vanity and toilet.

e) Detach baseboards.

f) Remove and bag affected drywall in bathroom; approx. 6'x8'.

g) Remove tile and cement board backer, as needed.

h) HEPA vacuum exposed framework and adjacent areas.

i) Disinfect and damp wipe stud wall.

j) Re-HEPA vacuum exposed framework and adjacent areas.

k) HEPA air-scrub airborne particles in work areas and adjacent rooms.

l) Dry swiffer walls in adjacent rooms to remove transitory mold spores.

m) Structurally dry framework and foundation with XXL LGR dehumidifiers for two (2) to four (4) days.

n) Hang and tape drywall.

o) Replace baseboards.

p) Re-install toilets with new wax rings.

q) Attach vanity.

r) Match paint color/texture and paint drywall surfaces.

3. Unit 3R – Bedroom

- a) Lay down floor protector subjacent to work areas and foot traffic areas.
- b) Manipulate contents as needed.
- c) Detach baseboards.
- d) Remove and bag affected drywall in bedroom closet; approx. 2'x8'.
- e) Remove tile and cement board backer, as needed.
- f) HEPA vacuum exposed framework and adjacent areas.
- g) Disinfect and damp wipe stud wall.
- h) Re-HEPA vacuum exposed framework and adjacent areas.
- i) HEPA air-scrub airborne particles in work areas and adjacent rooms.
- j) Dry Swiffer walls in adjacent rooms to remove transitory mold spores.
- k) Structurally dry framework and foundation with XXL LGR dehumidifiers for two (2) to four (4) days.
- l) Hang and tape drywall.
- m) Replace baseboards
- n) Match paint color/texture and paint drywall surfaces.

4. Unit 3R - Bathroom

- a) Create negative pressure (zip-wall) containment around bath.
- b) Lay down floor protector subjacent to work areas and foot traffic areas.
- c) Manipulate contents as needed
- d) Detach bathroom fixtures, vanity and toilet.
- e) Detach baseboards.
- f) Remove and bag affected drywall in bathroom; approx. 6'x8'.
- g) Remove tile and cement board backer, as needed.

- h) HEPA vacuum exposed framework and adjacent areas.
- i) Disinfect and damp wipe stud wall.
- j) Re-HEPA vacuum exposed framework and adjacent areas.
- k) HEPA air-scrub airborne particles in work areas and adjacent rooms.
- l) Dry swiffer walls in adjacent rooms to remove transitory mold spores.
- m) Structurally dry framework and foundation with XXL LGR dehumidifiers for two (2) to four (4) days.
- n) Hang and tape drywall.
- o) Replace baseboards.
- p) Re-install toilets with new wax rings.
- q) Attach vanity.
- r) Match paint color/texture and paint drywall surfaces.

C. Removal of Contents

The Successful Offeror shall completely remove all contents resulting from the work on a **daily** basis. All refuse shall be disposed of off-site and meet all Federal, State and County ordinances and regulations.

The Successful Offeror shall not dispose of contents on HPHA property or in HPHA trash receptacles.

Removed contents generated as a result of the work shall not be left unattended at the work site by the Successful Offeror.

There shall be no exceptions to the requirements on removal of the contents.

D. Daily Inspection of Work-in-Progress

1. Daily Inspection While Work Is In Progress: All work, tools and equipment used shall be subject to daily inspection by the Contract Administrator or his/her designee and any corrective measures required shall be documented. The Successful Offeror shall comply with all notices for corrective work or correction of defective tools and equipment and shall perform all additional work to correct the existing substandard conditions,

damages, repair, or replace equipment within three (3) business days of receipt of said notices. Should the Successful Offeror fail to comply with the required corrections within the specified time, the Contract Administrator or his/her designee reserves the right to take necessary action.

2. Daily inspection shall not relieve the Successful Offeror of responsibility to provide safe and adequate tools, equipment and work methods at all times nor remove the Successful Offeror's liability should the Successful Offeror fail to do so.

II. Special Conditions

- A. The Successful Offeror shall be responsible for ensuring safe working conditions and provide traffic control in work area(s) as applicable.
- 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 Contract Administrator or his/her designee 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. Wages and Labor Law Compliance

Prior to entering into a Contract in excess of \$25,000, an offeror shall certify that it complies with section 103-55, HRS, Wages, hours, and working conditions of employees of the Successful Offerors performing services. Section 103-55, HRS, provides that the services to be performed shall be

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

The Successful Offeror shall be further obligated to notify his employees performing work under the Contract of the provisions of section 103-55, HRS, and of the current wage rates for public employees performing similar work. The Successful Offeror may meet this obligation by posting a notice to this effect in the Successful Offeror's place of business in an area accessible to all employees.

Offerors is 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 Exhibit 1 - Wage Certificate.

E. 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 with 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.

F. COVID-19 Pandemic

1. Successful Offeror shall adhere to the HPHA COVID-19 Vaccination and Testing Procedures established pursuant to Governor David Ige's Executive Order No. 21-07 dated September 9, 2021 related to access to State properties. Reference attached Exhibit 2 – Contractor Attestation and Certification of Compliance with the Governor's Executive Order 21-07 for Access State Properties, and Exhibit 3 – COVID-19 Testing Attestation.

Three (3) business days prior to the start of services, the Successful Offeror shall submit the applicable COVID-19 Attestation Form(s) to the HPHA.

2. The Successful Offeror shall have their employees adhere to the following protocols while performing services at all HPHA jobsites.
 - a) Contact with tenants should be avoided with social distancing of a minimum of six (6) feet maintained,
 - b) Non-essential work that requires close contact should be avoided,
 - c) Wash or clean hands before entering or leaving the site with soap and water or hand sanitizer with at least 60% alcohol content,
 - d) Adhere to face covering requirements as mandated by State laws and regulations at all times on HPHA properties, and
 - e) Workers with a fever, cough or other flu-like symptoms are not allowed on the jobsite.
3. Protocols for the COVID-19 pandemic will remain in effect until the Governor of Hawaii withdraws the Emergency Proclamation for COVID-19.

G. The HPHA and the Successful Offeror are subject to the following mandatory Federal contract clauses:

1. Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act.
2. Examination and Retention of Successful Offeror's Records. The HPHA, HUD or Comptroller General of the United States or any of their duly authorized representatives shall, until three years after final payment under this contract, have access to and the right to examine any of the Successful Offeror's directly pertinent books, documents, papers, or other

records involving transactions related to this contract for the purpose of making audit, examination, excerpts, and transcriptions.

3. Right in Data and Patent Rights (Ownership and Proprietary interest). The HPHA shall have exclusive ownership of all proprietary interest in and the right to full and exclusive possession of all information materials, and documents discovered or produced by the Successful Offeror pursuant to the terms of this Contract.
 4. Energy Efficiency. The Successful Offeror shall comply with all mandatory standards and policies relating to energy efficiency which are contained in the energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub.L. 94-163) for the State of Hawaii.
 5. Termination of Cause and for Convenience. The HPHA may terminate this contract in whole, or from time to time in part for the HPHA's convenience or the failure of the Successful Offeror to fulfill the contract obligations (cause/default). Any notice of termination shall be provided in writing. Upon receipt of the notice, the Successful Offeror shall: (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to the HPHA all information, reports, papers, and other materials accumulated or generated in performing the contract, whether completed or in process.
- H. 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 invoice(s) for services rendered to:

Hawaii Public Housing Authority
AMP 38
1002 North School Street, Bldg. M
Honolulu, Hawaii 96817

I. Campaign Contributions by State and Country 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.

III. Time of Performance and Work Schedule

A. Time of Performance

The Successful Offeror shall commence work upon the HPHA's issuance of a Notice to Proceed, anticipated to be Tuesday, October 19, 2021 and completed not later than seven (7) business days from receipt of the Notice to Proceed unless there are circumstances beyond the Successful Offeror's control and are acceptable and approved by the HPHA.

B. Work Schedule

The Successful Offeror shall provide a work schedule to the Contract Administrator or his/her designee prior to the start of services. Work shall be performed on Mondays through Fridays, excluding State holidays, from 8:00 a.m. to 4:00 p.m. Hawaii Standard Time (HST).

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

IV. Site Inspection

The HPHA will conduct a Site Inspection of Unit 3L and Unit 3R on Friday, October 8, 2021 at 9:00 a.m. HST. The meeting location is Hale Hoonanea, 4401 Waialo Road, Eleele, Hawaii 96705. Attendance at the Site Inspection is not required in order to submit a quote, but attendance is strongly encouraged to become familiarize 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.

Attendees are required to show picture ID and proof of COVID-19 vaccination or negative COVID-19 test result within 72 hours prior to the start of the meeting.

Attendees unable to furnish proof meeting Governor's Ige's Executive Order No. 21-07 related to entries to State facilities and properties will not be allowed to attend the Conference and will be asked to leave the property. In addition, attendees shall wear face covering as mandated by State laws and regulations and adhere to physical distancing of a minimum of six (6) feet at all times while on HPHA property.

V. Submission of Questions and Quote

The price quote shall be the all-inclusive cost to the HPHA, inclusive of all applicable taxes for provision of the specified services.

Quote shall be submitted on HlePro not later than 2:00 p.m. HST, Thursday, October 14, 2021 and include the following:

1. Provide the **all-inclusive price for each unit** on the line item listed on the HlePro. Services are solicited as one job.
2. 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 Wage Certificate may be considered non-responsive and may not be considered for award. Please contact Rick Sogawa at (808) 832-6038 should you have any questions.

