

STATE OF HAWAII
DEPARTMENT OF HAWAIIAN HOME LANDS

Land Development Division

Date: July 5, 2022


Addendum No. 1
to
Invitation For Bids
IFB-22-HHL-032

La'i 'Ōpua Brush Clearing and Maintenance

Notice to All Prospective Offerors

This addendum is hereby made a part of the contract documents for La'i 'Ōpua Brush Clearing and Maintenance, IFB-22-HHL-032, and it shall amend the said contract documents as detailed within this Addendum document.

APPROVED:



Stewart Matsunaga, Acting Administrator
Land Development Division
Department of Hawaiian Home Lands

Please execute and immediately return the receipt below to the Department of Hawaiian Home Lands via facsimile to: **(808) 620-9299, Ms. Sara Okuda, Land Development Division, or scan and E-mail to: sara.t.okuda@hawaii.gov.**

Receipt of Addendum No. 1 for La'i 'Ōpua Brush Clearing and Maintenance, IFB-22-HHL-032, is hereby acknowledged.

Signature: _____
Print Name: _____

Title

Name of Firm/Company

Date

Addendum No. 1

July 5, 2022

La‘i ‘Ōpua Brush Clearing and Maintenance

IFB-22-HHL-032

This Addendum No. 1 shall incorporate the following amendments:

1. Prebid Meeting Minutes – A prebid meeting was held remotely via Microsoft Teams Meeting, on June 30, 2022. The minutes from the meeting are attached.
2. Instruction for Bid Submittal – Clarification/correction to IFB Checklist for Bidders, Page 14 of 14, Items required prior to Bid Opening, Notice of Intention to Bid, shall be no later than 2:00 p.m., July 5, 2022, as written on Notice of Intention to Bid form of IFB.

La‘i ‘Ōpua Brush Clearing and Maintenance
Kealakehe, North Kona, Island of Hawai‘i
IFB-22-HHL-032

Minutes for Pre-bid Conference and Site Visit
10:00 a.m., Thursday, June 30, 2022
Microsoft Teams Meeting

1. Introductions

Department of Hawaiian Home Lands – Land Development Division

- Sara Okuda, DHHL Engineer

Construction Management – SSFM International, Inc.

- Austen Drake, General Manager, Hawai‘i Island
- Jason Egami, Inspector

Prospective Bidders and Others

- No prospective bidder or others in attendance.

2. Purpose of Pre-Bid Conference

- To provide potential bidders with a project overview and job site visit.
- To review procurement requirements and allow potential bidders to ask questions and obtain clarification on the bid documents. A written summary of this pre-bid conference will be issued as an Addendum.
- Requests for clarifications and any questions after this meeting shall be submitted in writing and uploaded on HlePRO no later than 2:00 pm, July 5, 2022, responses to all questions received will be posted on HlePRO at 4:00 pm, July 7, 2022.
- Required Notice of Intention to Bid, shall be e-mailed to sara.t.okuda@hawaii.gov by 2:00 pm, July 5, 2022,

3. Scope of Work

- This project consists of furnishing all labor, materials, equipment, and supervision for the periodic clearing and maintenance of brush and vegetative growth in the Village of La‘i ‘Ōpua. Work consists of cutting, moving, and trimming vegetative ground cover, and properly disposing of green waste and debris off-site from vacant lots, sidewalk planting strips, drainage ditches, drainable culverts, easements, and other common areas within the DHHL’s Villages of La‘i ‘Ōpua.
- Bi-yearly (every two years) clearing currently being done. Therefore, approximately monthly maintenance will be performed until June 2024, when the next bi-yearly clearing will be done.

4. Procurement reminders

- This project is not tax exempt. Your bid proposal must be inclusive of General Excise Tax.

- This project is subject to Chapter 104 HRS, Wages & Hours of Employees on Public Works.
- Bid offer form shall be uploaded on HiePRO before 2:00 pm, July 15, 2022.
- After offer is due and prior to award of the contract, the Department shall verify compliance with Sections 103D-310 and 103D-328 HRS via Hawaii Compliance Express (HCE) for the bidder and all subcontractors. Therefore, the bidder and all subcontractors are encouraged to register with HCE. Instructions for registration are at the HCE website: <http://vendors.ehawaii.gov>.
- Failure by the bidder and/or any subcontractor to rectify a non-compliant status on HCE within ten business days of notification will be considered as sufficient for the disqualification of the bidder and rejection of its proposal.
- Award of contract will be made to the lowest responsible and responsive “Total Sum Bid”, approximately two weeks following bid opening and after certification of the bid tabulation.

5. Completion Schedule and Liquidated Damages

- Approximately monthly (about when vegetation reaches 1 foot) maintenance.
- Time to complete: 30 calendar days from Notice to Proceed.
- Liquidated damages: \$1,000.00 per calendar day.
- Contract Time: 2 years, with 2 options to extend for 2 years each.

6. Questions

- No Questions asked.
- Any other questions shall be asked via HiePRO in writing by 2:00 pm, July 5, 2022.
- The answers to those questions will be answered via HiePRO at 4:00 pm July 7, 2022.

7. Site Visit

- No prospective bidders or others in attendance for site visit.

Meeting concluded at 10:13 am.

IFB Checklist for Bidders
IFB-22- HHL-032
La‘i ‘Ōpua Brush Clearing and Maintenance

Items required prior to Bid Opening:

- ☐ Notice of Intention to Bid, no later than 2:00 p.m., July 5, 2022.

Items required with Sealed Bid:

- ☐ Bid Offer Form (included with this IFB), uploaded to HIePRO by 2:00 p.m., July 15, 2022.
The total sum bid amount must be typed or clearly written in both numbers and words in the appropriate space on the Bid Offer Form. Illegible writing on any portion of the Bid Offer Form, except for the signee’s signature, may be grounds for considering a Bid “non-responsive”.
- ☐ Corporate Resolution (Indicating who is authorized to sign bid documents and contracts), Or other authorizations required for partnerships, joint ventures, and Limited Liability Corporations.
- ☐ Bid Security (Surety companies executing bonds must appear on the U.S. Department of the Treasury's Listing of Certified Companies:
https://www.fiscal.treasury.gov/fsreports/ref/suretyBnd/c570_a-z.htm)
- ☐ Form 1 – Certification of Bidder’s Participation in Approved Apprenticeship Program Under Act 17 (Apprenticeship Agreement Preference, if any).