

## NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES

In accordance with Section 103D-304, Hawaii Revised Statutes (HRS), the State of Hawaii Department of Transportation (HDOT), Harbors Division seeks professional and qualified environmental consulting services for the undertaking of Commercial Harbors Environmental Compliance Support Services, Statewide – Job H.C. 90148. These services will have a contract completion time of three (3) years from the Notice to Proceed. In accordance with Section 3-122-140, Hawaii Administrative Rules (HAR), the contract will be a Time & Materials contract.

The estimated budget for this contract is \$400,000.00. The scope of work for this contract will include, but is not limited to, compliance with the HDOT 2014 Consent Decree with the United States Environmental Protection Agency (USEPA) and the State of Hawaii Department of Health (HDOH) and Harbors Division storm water management programs; assist the HDOT Harbors Division in the implementation of its Environmental Management System (EMS); conduct various environmental awareness trainings; support the HDOT Harbors statewide facilities asbestos survey and the development of asbestos management plans; conducting environmental site assessments and investigations and related data collection and testing at various commercial harbors and facilities; and other environmental compliance support services at commercial harbors statewide as requested. Work may require interisland travel to other neighbor island commercial harbors. Familiarity with and experience in Geographic Information System (GIS) and computerized Asset Management System (AMS) are required. Certification in erosion and sediment control such as the Certified Professional in Erosion and Sediment Control (CPESC) by EnvironCert International, Inc. or equivalent is also desired.

Individuals or firms on the HDOT's qualified list shall submit a maximum eight (8) single-sided page summary, not including pages for the resumes, of their qualifications in response to the attached Questionnaire. The summary of qualifications will be evaluated by the following criteria:

1. Experience and professional qualifications relevant to the project Scope of Work → 35%

2. Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies → 33%
3. Capacity to accomplish the work in the required time → 32%

Five (5) hard copies and one (1) PDF file copy on CD or USB thumb drive (Please provide company's name and project title) must be received and time stamped at the following address no later than **4:30 p.m., Hawaii Standard Time, on February 24, 2022**:

Mr. Niko Salvador, P.E.  
Engineering Program Manager  
Department of Transportation, Harbors Division  
79 S. Nimitz Highway  
Honolulu, Hawaii 96813

Also include Proof of Insurance for:

1. General liability insurance for limit of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. The STATE shall be named as additional insured.
2. Automobile liability insurance for limit of not less than \$1,000,000 per accident. The STATE shall be named as additional insured.
3. Professional liability insurance for limit of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate.

If your firm is not able to provide the above insurance certificate at this time, a letter from an insurance company stating, if the firm is selected, that they will insure the firm for the insurance policies and the amount of minimum coverage required above, will be accepted as proof of insurance.

Further, the following verbiage related to this insurance requirement shall be incorporated into any executed contract with the STATE:

1. The CONTRACTOR will immediately provide written notice to the contracting department or agency should any of the insurance policies evidenced on its Certificate of Insurance form be canceled, limited in scope, or not renewed upon expiration.
2. The STATE is added as an additional insured as respects to operations performed for the STATE; and,

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

Individuals or firms who **are not** on the HDOT's qualified list, yet wish to be considered in the selection for this project must complete the following by the Deadline:

1. The qualifications proposal for the project, as stated above.
2. Letter of interest (including an email address for notification of additional advertisements).
3. Completed [DPW Form 120](#) or [Standard Federal Form 330](#). The DPW Form 120 and Federal Standard Form SF330 may be downloaded from <http://hidot.hawaii.gov/administration/con/>.
4. Proof of Insurance for:
  - a. General liability insurance for limit of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. The STATE shall be named as additional insured.
  - b. Automobile liability insurance for limit of not less than \$1,000,000 per accident. The STATE shall be named as additional insured.
  - c. Professional liability insurance for limit of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate.
5. Any other related information.

The STATE, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252) and the Regulations of the United States Department of Transportation (Title 49, Code of Federal Regulations Part 21) issued pursuant to such Act, hereby notifies all firms that it will affirmatively ensure that the contract entered into pursuant to this advertisement will be awarded without discrimination on the grounds of race, color, national origin, or sex.

Campaign contributions by State and County Contractors. Contractors are hereby notified of the applicability of Section 11-355, HRS, which states that campaign contributions are prohibited from specified State or county government contractors during the term of the contract if the contractors are paid with funds appropriated by a legislative body. For more information, contact the Campaign Spending Commission at (808) 586-0285.

The Director of Transportation reserves the right to cancel this project for proposals, to reject any or all proposals in whole or in part, and to waive any defects in said proposal in the best interest of the STATE.

For additional information, please call Mr. Niko Salvador, Engineering Program Manager, Harbors Engineering Branch, at (808) 587-1862 or email at [Niko.G.Salvador@hawaii.gov](mailto:Niko.G.Salvador@hawaii.gov).

JADE T. BUTAY

Director of Transportation

Internet Posting: January 25, 2022