



REQUEST FOR QUOTATION
RFQ# 21-0420

June 4, 2021

TO: Valued Prospective Offerors

Kona Community Hospital (“KCH”) of the West Hawaii Regional Health Care System, a division of Hawaii Health Systems Corporation (“HHSC”) is soliciting quotations for:

Trash Compactor Improvements

If your company is interested in providing the products and services described in the Scope of Services attached in Attachment 1, please provide all bulleted items listed under Quote Preparation:

QUOTE PREPARATION

Cost Quotation:

- A fixed firm price for each line item on provided form (Attachment 2);

Technical Quotation:

- Company qualifications & experience;
- Assigned personnel’s experience;
- Approximate project timeline;
- 3 References from customers of similar size;
- Proposed revisions to General Conditions, if any;
- Any terms and conditions you will request HHSC to agree to;
- W-9;
- State of Hawaii General Excise Tax Number and copy of certificate;

TIMELINE

Public release of RFQ	Friday, June 4, 2021
Site visit – job site walkthrough (not mandatory)	Wednesday, June 9, 2021
Questions due	Wednesday, June 16, 2021 by 2:00pm HST
Addendum release	Wednesday, June 23, 2021
Quote Due Date	Wednesday, July 7, 2021, by 2:00PM HST
Discussions with Offerors (optional)	
Award of Contract	Week of July 19, 2021

HHSC is under no obligation to accept any quotations. The KCH CEO, or a designated representative, may execute a contract with the Company/Individual whose quotation is determined to be the best value to HHSC. The contract will be subject to the Interim General Conditions 1999 editions referenced at <https://kch.hhsc.org/wp-content/uploads/DAGS-with-Special-Conditions.pdf>. No revisions to these General Conditions are allowed.

ADDENDA AND INTERPRETATIONS

Discrepancies, omissions, or doubts as to the meaning of specifications should be communicated in writing to the Issuing Officer listed below for interpretation. **These must be received no later than Wednesday, June 16, 2021 by 2:00pm HST.**

Any interpretation, if made, and any supplemental instructions will be in the form of written addenda to the specifications, which will be made available to all prospective Offerors prior to the due date in accordance with the RFQ timeline. Failure of any offeror to receive any such addendum or interpretations shall not relieve the offeror from an obligation under his quotation as submitted. All addenda so issued shall become part of the contract documents.

BASIS OF AWARD

Cost is a major factor for award but is subject to review only after review of the technical proposal and the best qualified Offeror are determined. Contract award is based solely on HHSC's determination of the best overall value to HHSC.

ISSUING OFFICERS

The Issuing Officer or her designee is responsible for administrating/facilitating all requirements of the RFQ solicitation process and are the only points of contacts for OFFEROR from date of public announcement of the RFQ until the selection of the successful OFFEROR. The Issuing Officer will also serve as the Contract Manager responsible for contractual actions throughout the term of the contract. Any communication from the OFFEROR to anyone else at HHSC may result in disqualification from the RFQ. The Issuing Officer is:

<p>West Hawaii Region Yvonne S. Taylor, Sr. Contracts Manager Email ytaylor@hhsc.org Direct (808) 322-4442 Fax (808) 322-4488</p> <p><i>AND</i></p> <p>Michelle Gray, Contracts Assistant II Email mgray@hhsc.org Direct (808) 322-5830</p>
--

NOTICE OF AWARD

Your quotation will be reviewed and notice of acceptance or rejection will be provided electronically, as soon as practical.

Thank you for your interest in doing business with HHSC.

ATTACHMENT 1
Scope of Services

COMPANY NAME:

Background

The purpose of the trash compactor is to provide more efficient and safe trash disposal for the hospital, especially its environmental services department.

Objectives

To have a fully functioning trash compactor and the appropriate infrastructure to support it.

Quote

Use Pricing Summary (Attachment 2) as a template. Optional items must be on separate line items titled "OPTIONAL".

Specifications (Attachment 1A)

Specifications Final/Bid Submittal, October 2020
INK Architects, LLC

Drawings (Attachment 1B)

Final/Bid Submittal Oct 2020
18-0054-1 Compactor Improvements
INK Architects, LLC

Instructions

All work must be performed in accordance with all applicable federal, state and local codes and laws. CONTRACTOR and its employees must possess all certificates and licenses required by law for all work that is being performed.

The Contractor represents that, prior to submitting a response to this Request for Quote, they have carefully reviewed the enclosed documents and inspected the site of the proposed work. In addition, they are fully informed of the conditions under which the work is to be performed. The Contractor further represents that they have satisfied themselves to the actual conditions of the premises, existing construction, actual elevations site logistics, local code restrictions, and any other conditions affecting the completion of the intended work. It being hereby understood and agreed that no considerations will be allowed subsequently to the Contractor's submission of their response to the Request for Quote by reason of error, or oversight, on the part of the Contractor or, on account of, interference by other Contractor's activities. The Contractor's Quote shall include, as a minimum, the following Scope of Services. **The following scope items are intended to clarify, but not limit, the Request for Quote:**

1. Contractor shall manage, with his own personnel and qualified subcontractors, all construction work required for the construction, and refurbishment in accordance with the Contract Documents prepared by the Engineer. It is the intent of this Request for Quote to

contract with a General Contractor who will provide "above" industry standard construction services as referenced in this Request for Quote.

2. Rubbish removal will be the Contractor's responsibility. Rubbish removal must be completed at the end of every construction day. It is imperative that the Contractor maintain a clean and efficient worksite. Contractor may utilize KCH's dumpsters (metal and non-metal) for the project's waste. Please notify Construction Supervisor if a dumpster is full. Dumpsters are located near the maintenance building so hauling waste from jobsite to dumpster is required.
3. Contractor shall visit the site to verify that he has familiarized himself with the jobsite regarding staging, site and building access, existing conditions, etc.
4. The Contractor shall maintain a detailed and accurate accounting system that shall be necessary for the proper financial management of the project. Contractor's records and receipts shall allow for ready identification of all charges included in subcontracts, purchase orders, change orders, invoices and Application for Payments. The Owner shall have the right to audit, at any time, all the Contractors records related to this project and the work. Waiver of lien documents shall be provided for all subcontractor/suppliers and tier subcontract/suppliers.
5. Contractor shall keep the Construction Supervisor advised and copied on all communications with the Engineer, Engineer's consultants, other consultants or vendors contracted by the Owner for this specific project.
6. Contractor shall communicate with the Construction Supervisor, Engineer and Engineer's consultants utilizing telephone, email, file storage/sharing for issue tracking, submittal tracking, cost tracking, requests for information, etc..
7. Contractor shall maintain a detailed and accurate shop drawing and product submittal control system for the project. The system shall be updated on a regular basis and reported to the Construction Supervisor, Engineer and other applicable consultants for coordination at all appropriate meetings. The schedule responsibility is that of the Contractor and negligence in coordinating the shop drawing process does not relieve Contractor from its contractual obligation for Substantial Completion.
8. The Contractor shall provide the following services as part of their proposed scope of services:

Pre-Construction Phase

1. Verify with Construction Supervisor the proper sequence of work.
2. Work with engineer and/or building department for permitting issues. Engineering Contractor will apply for permit and, when issued, will be picked up by Contractor.
3. Commit sub-contractors.
4. Develop construction schedule and present to HHSC for approval.

5. Obtain required levels and types of insurance. Provide copies to the Contracts Department.
6. Preview OFCI equipment, if any, to ensure all items are on-site.
7. Each employee who will be onsite must read and sign the Contractor's Guidelines Handbook (attached as Attachment 3). All requirements in the handbook must be completed two (2) weeks prior to start of work. Any employee who has not completed the requirement prior to start of project, will not be permitted to work until requirements are met.
8. Each employee who will be onsite must provide proof of a negative COVID-19 test prior to starting work. Test must be taken within 72 hours of starting work.

Construction Phase

1. Construction

- a) Provide, coordinate and supervise all construction work for the project. Verify that materials furnished, and work performed meet all plans, specifications and applicable code and regulatory requirements.
- b) Regulate and control all subcontractors.
- c) Coordinate all subcontractors to ensure that the project schedule is met.
- d) Develop and implement a quality control system for all General Contractor activities.
- e) Coordinate and review for compliance all shop drawings and items submitted by subcontractors prior to submission to the Engineer. Establish and maintain on site a complete file of all shop drawings and items submitted.
- f) Coordinate with Construction Supervisor as necessary to provide coordination with trades, job schedules, storage, deliveries, etc. and ensure Owner's project completion dates are on schedule.
- g) Conduct weekly Owner Architect Contractor ("OAC") meetings with the team members, prepare and distribute meeting minutes following each meeting.
- h) KCH standard working hours are Monday through Friday 7:00am through 3:30pm.
- i) Every employee on the job site must adhere to COVID-19 precautions that are in effect at the time. Changes to procedures will be communicated to CONTRACTOR by Construction Supervisor.

2. Accounting and Cost Control Systems

- a) Prepare schedules of estimated values of all work awarded.

- b) Review all progress payments and make recommendations for approval to Construction Supervisor.
- c) Review all changes proposed by Owner and/or the Engineer and make recommendations regarding their practicality, cost and impact on the schedule.
- d) Receive and review all change order requests from subcontractors and prepare independent take-offs to evaluate each subcontractor requests.
- e) Construction Supervisor must review and approve each change order in writing.
- f) Hawaii law requires all State and County construction projects greater than \$2,000.00 to pay prevailing wages to laborers and mechanics on the project jobsite and file certified payrolls with the contracting agency (KCH). The CONTRACTOR is responsible for complying with all requirements and rules regarding the State of Hawaii Wage Rate Schedule (<http://labor.hawaii.gov/rs/home/wages/72-2/>). Not complying with the prevailing wage requirements will result in KCH immediately shutting down the jobsite until the CONTRACTOR is in full compliance.
- g) Weekly certified payroll reports certifying the hourly rate of wage of each worker for both CONTRACTOR and SUB-CONTRACTORS must be submitted to KCH in a timely and consistent manner. Submit reports to Michelle Gray, mgray@hhsc.org in the Contracts department.

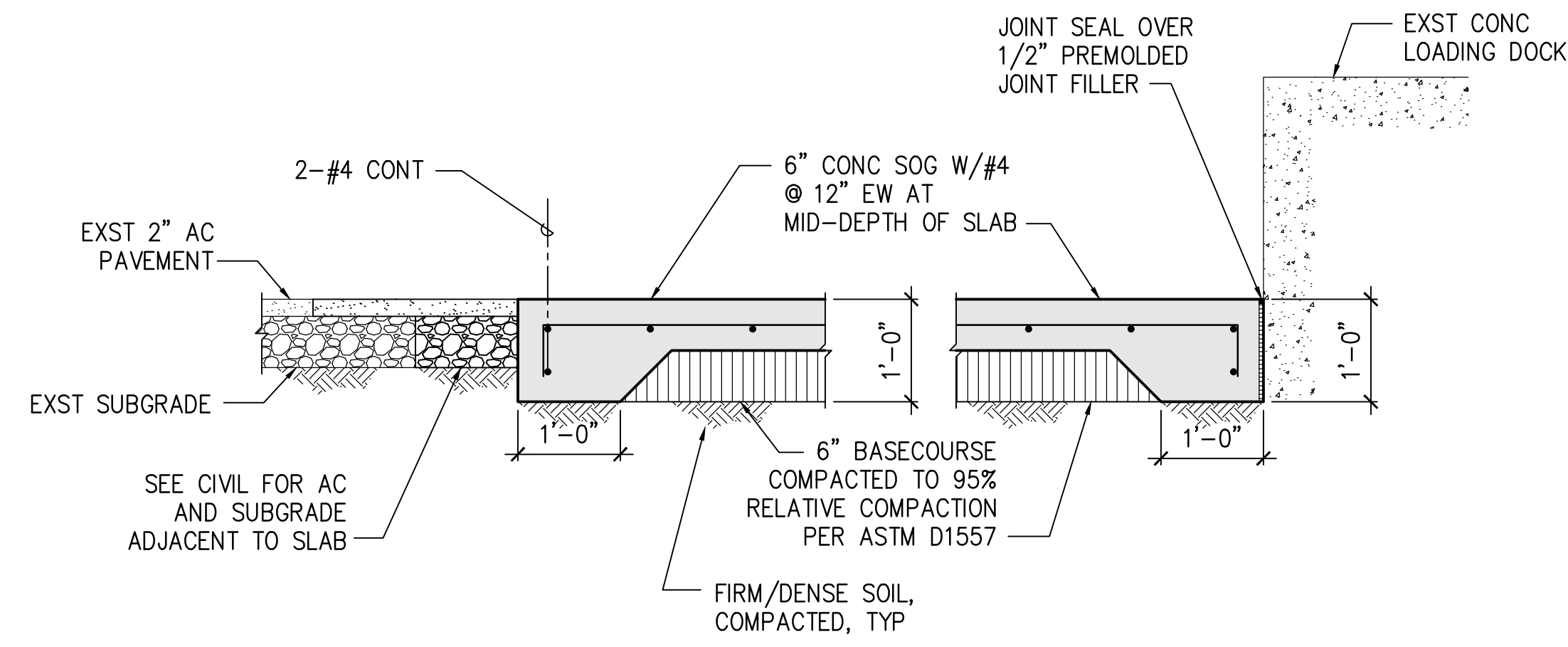
Post Construction

1. Coordinate the punch list walk through, Prepare punch list(s) and ensure that all items are completed on a timely basis.
2. Assemble all booklets containing all guarantees and warranties, as required, and deliver all such documents to Owner with certificates that they are complete. Provide digital copies of all documents as required.
4. Coordinate and expedite the preparation of subcontractor care and maintenance manuals and deliver all such manuals to Owner with a certificate of completion.
5. Receive and verify all releases of claims required prior to issuance of final certificates of completion and payment to subcontractors.
6. Coordinate the preparation of as-built drawings of the entire project including engineering drawings and provide to HHSC.

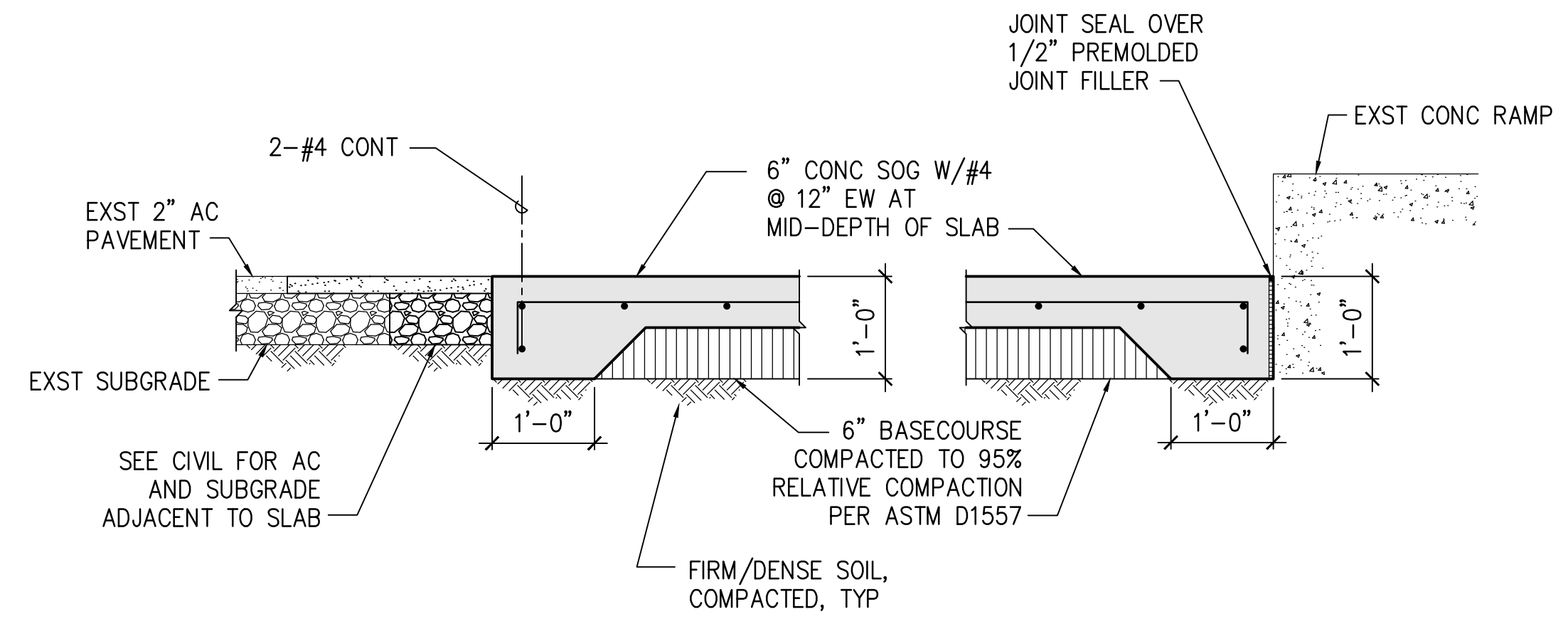
Items listed in above in this section are not all-inclusive and it is expected that the CONTRACTOR know and perform all appropriate activities at the appropriate times during the renovation process.

Any questions or clarifications the CONTRACTOR may have shall be brought to the Construction Supervisor's attention in a timely manner so as to not delay the progress of the project.

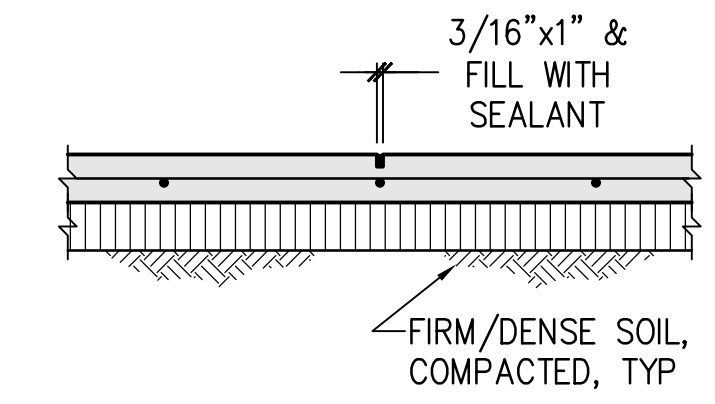
*Additional specifics regarding the Scope of Services may be discussed at the Pre-Bid meeting and documented in writing via Addendum to the RFQ. **The Pre-Bid meeting is not mandatory for all OFFERORS however it is highly recommended. No provisions for an additional site visit will be made.***



1 SECTION
S-501 SC: 3/4" = 1'-0"



2 SECTION
S-501 SC: 3/4" = 1'-0"



5 TYPICAL CONTROL JOINT DETAIL
S002 SC: NOT TO SCALE

\\ADSERVERS\csh_info\Drawings_Design\EWO\19009_Kona_Community_Hospital\Package 2 - Compactor Ped\19009-501.dwg S-501 22.0s (LMS Tech) 10/14/20 11:18 DS:16 ENG PS:1

REVISION NO.	SYM.	DESCRIPTION	SHT. OF	DATE	APPROVED
		KONA COMMUNITY HOSPITAL 18-0054-1 COMPACTOR IMPROVEMENTS TMK: 7-9-010:081			
SECTIONS & DETAILS					
INK ARCH, LLC DESIGNED BY: CSH CHECKED BY: EWO DRAWN BY: AK APPROVED BY: EWO SCALE: AS NOTED			JOB NO. 18-0054-1		DRAWING NO. S-501
SIGNATURE LICENSE EXPIRATION DATE: 04/30/22 <small>THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION AND CONSTRUCTION OF THIS PROJECT WILL BE UNDER MY OBSERVATION.</small>			DATE OCT 2020		SHEET 7 OF 11 SHTS.

FILE:..... DRAWER:..... FOLDER:.....