



State of Hawai'i

560 North Nimitz Highway, Suite 200
Honolulu, Hawai'i 96817

08/24/2023

Request for Quotes ("RFQ") No. OPS 2024-002

12 DOOR PUSH BARS FOR REPLACEMENT AT OHA'S HONOLULU OFFICE

To All Interested Parties:

Notice is hereby given that the Office of Hawaiian Affairs (hereinafter "OHA") will be accepting quotes from interested Offerors for the removal and replacement of twelve (12) push bars on the doors at OHA's Honolulu office located at 560 North Nimitz Highway, Suite 200, Honolulu, Hawai'i 96817.

Quotes must be received through the HiePRO website by 2:00 p.m., Hawai'i Standard Time (hereinafter "HST") on Thursday, September 14, 2023. Please visit <https://hiepro.ehawaii.gov/solicitation-notices.html>.

Pursuant to HAR §3-122-75, considering the criteria, including but not limited to, quality, warranty, and delivery, the award shall be made to the lowest responsive, responsible offeror. When the award to the lowest responsive, responsible offeror is not practicable, the award shall be made to the offeror whose quote provided the best value to the OHA.

The OHA reserves the right to reject any or all quotes and to accept the quotes in whole or part in the best interest of the OHA.

The term of this Contract shall be for twelve (12) months from October 1, 2023 - September 30, 2024 subject to the availability of funds. The contract commencement and conclusion dates are contingent upon contract execution.

Site Visit

All Offerors are strongly encouraged to attend the site inspection on Thursday, September 7, 2023, at 2:00 PM, HST. Please RSVP to Karina at karinam@oha.org if you will be attending the site inspection by Tuesday September 5, 2023. All interested parties shall meet at 560 North Nimitz Highway, Suite 200, Honolulu, Hawai'i 96817.

Scope of Services

All interested Offerors shall be able to provide and perform the services required in a satisfactory and proper manner as determined by the OHA. The services shall include, but may not be limited to, the following:

- A. The Offeror shall provide push bar replacement on doors for the OHA Honolulu office located at 560 North Nimitz Highway, Suite 200, Honolulu, Hawai'i 96817. The services required shall include, but may not be limited to, the following:
1. Removal and disposal of the existing twelve (12) door push bars.
 2. Furnishing and installing twelve (12) door push bars that shall include, but may not be limited to, the following specifications:
 - a. Twelve (12) motorized panic exit devices (Adams Rite model 8611MLR36 - CVR MLR Exit Device, 36 inch clear anodize, or an equivalent manufacturer and model, to accommodate the approximate door sizes of 35.5" x 83.5" with a six (6) foot wide door opening.
 - b. One (1) proximity card reader per set of doors and all necessary access control hardware (e.g., electric door strike, door contact and exit motion sensor) which shall be compatible with the OHA's existing badge card access security system provided by Security Resources Pacific, Inc. Requirements for the access control door hardware are to be determined in consultation with Security Resources Pacific, Inc., and the OHA Contract Administrator.
 - c. The Offeror shall work with Security Resources Pacific, Inc. to ensure the push bars are working properly.
 - d. The Offeror shall be responsible to compensate Security Resources Pacific, Inc. for their work as needed to ensure the push bars are working properly.
 - e. The Offeror shall provide a minimum of twenty (20) service calls for one (1) year to adjust and/or repair doors upon completion of the installation of the twelve (12) push bars located at 560 North Nimitz Highway.
 - f. Ensure the Americans with Disabilities Act (ADA) compliancy requirements are met with the installation of each door
 - g. The Offeror shall provide all equipment, disposal services, labor, and supplies necessary to complete the work required under the Scope of Services.

- B. The OHA Contract Administrator shall act as the contract monitor and principal liaison between the Offeror and the OHA. The OHA Contract Administrator shall assist in resolving policy questions, expediting decisions and reviewing the work performed.
- C. The Offeror shall comply with applicable safety, hygiene, and physical distancing guidance from the Centers for Disease Control and Prevention (CDC), as well as with State, county, industry, and regulatory practices for safety, hygiene, and physical distancing, including standards and requirements adopted and issued by Hawaii Department of Health (DOH) or required by State and county emergency orders, rules, or proclamations related to COVID-19 (novel coronavirus) or other communicable disease.

OTHER REQUIREMENTS

A. Performance and Payment Bonds

1. Performance and payment bonds are required for all construction projects of \$25,000 or greater in accordance with 103D-305(b), HRS, 103D-324, HRS and 3-122-224, HAR.
2. The performance and payment bonds must be executed by a surety company registered with the Department of Commerce & Consumer Affairs and in an amount equal to One Hundred Percent (100%) of the contract price specified.
3. Prior to issuance of the Notice to Award, Notice to Proceed or Purchase Order, the Contractor shall provide the OHA an original performance and payment bond within ten (10) calendar days from the Notice of Intent to Award.
4. It is recommended that Offerors apply for Performance and Payment Bonds as soon as possible to ensure timely submittal if requested.

B. Permits, Licenses, and Taxes

1. The Contractor shall procure all permits and licenses during the term of the contract, pay all charges, fees, and taxes, and give all notices necessary and incidental to the due and lawful prosecution of the work.
2. Failure to procure and maintain valid permits and licenses required by law and these specifications may be cause for the OHA to terminate the contract.

C. Contractor License Requirement

Due to the nature of work, Offerors must possess a valid State Contractor's license that is appropriate for the work. All construction work must be performed by contractors who are licensed by the State Contractors License Board in accordance with Chapter 444, HRS; Title 16, Chapter 77, Hawaii Administrative Rules; and statutes amendatory thereto.

The Contractor shall have a class “B” (General Building) Contractor’s License.

The RFQ may be canceled when it is determined to be in the best interest of the OHA. If you have any questions, you may contact Karina Macklin, Procurement Agent, by email at karinam@oha.org.

General Contract Compliance For Successful Offeror

- A. Prior to submitting a quote through HiePRO, the Offeror must be registered in HiePRO in order to respond to a solicitation. Please register by going to SPO’s website: <https://hiepro.ehawaii.gov/vendor.html>.
- B. All local, national or international Offerors must be compliant with the State of Hawai‘i in order to receive an award. If you are not compliant, please register by going to Hawaii Compliance Express’ (hereinafter “HCE”) website: <http://vendors.ehawaii.gov/hce/splash/welcome.html>
- B. The Offeror must complete the W-9 form (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>) upon notification of award.
- C. The Offeror must submit a current copy of a Certificate of Liability Insurance upon notification of award and shall, at its own costs and expense, at all times during the term of the Contract, maintain insurance coverage with the minimum limits as follows:

<u>Coverage</u>	<u>Limits</u>
Commercial General Liability (including personal injury, death, and property damage)	\$2,000,000 per occurrence; \$2,000,000 general aggregate per policy year; \$2,000,000 products and completed operations aggregate limit per policy year.
Personal and Advertising Injury	\$1,000,000 each occurrence.
Umbrella Liability	\$2,000,000 aggregate.
Automobile Insurance covering all owned, non-owned, and hired automobiles	Bodily injury liability limits of \$1,000,000 each person and \$1,000,000 per accident; property damage liability limits of \$1,000,000 per accident. Or \$2,000,000 combined single limit.
Workers Compensation as required by laws of the State of Hawai‘i	Insurance to include Employer’s Liability. Such coverage shall apply to all employees of the CONTRACTOR and (in case any sub-contractor fails to provide adequate similar protection for all its employees) to all employees of sub-contractors.

Professional Liability (Errors and Omissions)	\$1,000,000 per claim \$2,000,000 annual aggregate
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1. The State of Hawai‘i, the OHA, its elected and appointed officials, employees, and volunteers shall be named added as additional insured with respect to occurrences during or in connection with the performance of this Contract. Before the effective date of this Contract, the CONTRACTOR agrees to provide the OHA with certificate(s) of insurance necessary to satisfy the OHA that the insurance provision of this Contract have been complied with and to keep such certificate(s) on deposit with the OHA during the entire term of this Contract. The minimum insurance required shall be in full compliance with the Hawai‘i Insurance Code throughout the entire term of the Contract, including supplemental contracts, and shall be written by a company authorized to do business in the State of Hawai‘i and rated no less than an AM Best rating of A-VIII. CONTRACTOR and its carriers agree to waive their rights of subrogation with respect to any claims covered, or which should have been covered, by valid and collectible insurance, including any deductibles or self-insurance maintained thereunder. Upon request by the OHA, the CONTRACTOR shall furnish a copy of the policy or policies that satisfy the Insurance Requirements of this Contract.
2. Failure of the CONTRACTOR to provide and keep in force such insurance shall be regarded as a material default under this Contract, entitling the OHA to exercise any or all the remedies provided in this Contract for default of the CONTRACTOR.
3. The procuring of such required policy or policies of insurance shall not be construed to limit the CONTRACTOR’S liability hereunder or to fulfill the indemnification provisions and requirements of this Contract. Notwithstanding said policy or policies of insurance, the CONTRACTOR shall be obliged for the full and total amount of damage, injury, or loss cause by negligence or neglect connected with this Contract.
4. To satisfy the minimum coverage limits required by this Contract, the Successful Offeror may use an umbrella policy in addition to the mandatory insurance policies (e.g, general liability insurance, automobile Insurance, and workers’ compensation) provided that the OHA approves, and the umbrella policy follows the underlying coverage forms.
5. The CONTRACTOR shall notify the OHA in writing of any cancellation or substantive change in insurance at least thirty (30) calendar days prior to the effective date of such cancellation or change.
6. The OHA is a self-insured semi-autonomous state agency. The CONTRACTOR’S insurance shall be primary. Any insurance maintained by the State of Hawai‘i and OHA shall apply in excess of, and shall not contribute with, insurance provided by the CONTRACTOR.