



## **State of Hawai‘i**

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

September 12, 2024

### **Request for Quotes (“RFQ”) No. KM 2025-005**

OHA Tent Relocation Services to include purchase of two containers

#### **To All Interested Parties:**

**Quotes must be received through the HlePRO website by 2:00 p.m. Hawai‘i Standard Time (hereinafter “HST”) on Friday, September 19, 2024.**

Pursuant to Hawaii Administrative Rules §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 award to the lowest responsive, responsible offeror is not practicable, award shall be made to the offeror whose quotation provides 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.

#### **Background**

Office of Hawaiian Affairs (OHA) office will need to relocate an Event tent designed and manufactured by Tentnology. The tent and all of the components are located in a warehouse and need to be packed into two 40-foot containers and relocated.

#### **Scope of Services**

Contractor shall provide and perform the services set forth below in satisfactory and proper manner as determined by OHA in accordance with the terms and conditions of this Contract. The project area will start in Lot L of Kakaako Makai located at 200 Keawe Street, Honolulu, HI 96813 and end in Lot A of Kakaako Makai located at 1011 Ala Moana Blvd, Honolulu, HI 96813. The services shall include, by may not be limited to the following:

Purchase 2, new or one trip use 40-foot double door HC containers in good condition, with forklift pockets. Quote to provide price and availability option for 2 new 40-foot containers and 2 one trip use 40-foot containers.

**Container requirements include the following:**

- 1) Painted Exteriors – Marine Grade paint (applied according to manufacturer specifications).
- 2) Waterproof coating on container roofs (applied according to manufacturer specifications).
- 3) Container to be made from corrosion-resistant Corten steel, wind and watertight with no cracks or holes. Floor is in good condition and the door seals are tight.
- 4) Containers to have IICL (The International Institute of Container Lessors) Certification and CSC (Containers for Safe Condition).
- 5) The containers must have fork lift pockets to make it easier to move.
- 6) At a minimum - 1 additional side door on the containers.

**Delivery**

Requires 2 delivery fees and 1 pick-up fee for both containers. – should be all inclusive. One flat rate for both delivery and pickup. Needs to be completed by October 3, 2024.

- 1) Delivery of 2 purchased empty containers to Lot L - 200 Keawe St.
- 2) Load tent, trusses, tent poles and other tent materials from the warehouse into the shipping containers. Materials are to be loaded and carefully packed to ensure tent materials are not damaged. Deliver to Lot A – see Drop Location Map below.
- 3) Pick up fully loaded and packed purchased containers from Lot L to be delivered/relocated to Lot A (1011 Ala Moana Blvd).
- 4) Delivery of fully loaded and packed purchased containers to Lot A - 1011 Ala Moana Blvd.

**Other Requirements**

- 1) The Offeror is responsible for the care and condition of goods being moved. Offeror to ensure goods delivered are in the same condition to when they were picked up from Lot L – 200 Keawe Street. An OHA representative will inspect the goods prior to the move and upon delivery.
- 2) Inclusive of any fees related to this contract, including any additional fees such as “fuel charge”, “fuel surcharges”, “mileage surcharges” etc.

**General Requirements**

- 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 be awarded. If you are not compliant, please register by going to Hawaii Compliance Express' (hereinafter "HCE") website: <https://vendors.ehawaii.gov/hce/>
- C. The Offeror must complete the W-9 form (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>) upon notification of award.
- D. 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

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.

### Other Requirements

Below are pictures of tent current location at Lot L – 200 Keawe Street



Above: Pick-up Location @ 200 Keawe Street #76. (2) roll up doors on both – Ewa & Diamond head side.

Drop Location Map – 1011 Ala Moana:





Tent Components:





Tent Components Continued:





Below are pictures of the tent as packaged at original delivery.



If you have any questions, please send them to [gregoryc@oha.org](mailto:gregoryc@oha.org) and reference the RFQ# in the subject area.