



## **State of Hawai‘i**

560 North Nimitz Highway  
Honolulu, Hawai‘i 96817

October 24, 2019

### **Request for Quotes (“RFQ”) No. KUK 2020-03**

#### **RENTAL AND MAINTENANCE SERVICES FOR PORTABLE TOILETS AT KŪKANILOKO**

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

Notice is hereby given that the Office of Hawaiian Affairs (hereinafter “OHA”) will be accepting quotes per unit from interested Offerors that can provide portable toilets for short (1 day) to long-term (1 week) use on an as needed basis. The services shall also include the delivery/pickup of units for an agreed upon location and necessary servicing and cleaning of the provided portable toilets.

The term of this Contract shall be for twelve (12) months from November 15, 2019 through and including November 14, 2020 subject to the availability of funds.

**Quotes must be received through the HiePRO website by 2:00 p.m. Hawai‘i Standard Time (hereinafter “HST”), Thursday, November 7, 2019, Noon HST.**

The selection shall be contingent on the lowest most responsible and responsive quote for 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**

The OHA is the fee simple owner of 511-acres of agricultural land in Wahiawa, Oahu, Hawaii located near Lake Wilson, Kamananui Road, and Kamehameha Highway. OHA’s property surrounds a 5-acre parcel containing the Kūkaniloko Birth Stones, which is consider one of the most sacred Native Hawaiian sites in Hawaii. It was the birthing place of many prominent chiefs. The 5-acre parcel is owned in fee by the Department of Land and Natural Resources (hereinafter “DLNR”), who has delegated management authority to OHA under a Right of Entry agreement.

## **Scope of Work**

### **A. Rental & Service of Portable Toilets**

The successful Offeror shall provide the delivery and pick up of the units, as well as servicing/cleaning (as described in section b) throughout the duration of the rental period that shall include but may not be limited to the following:

#### **1. Unit Specifications**

##### **a. Standard flushing portable toilet.**

- 1) Lockable door with “in use” indicator.
- 2) Toilet paper dispenser.

All units are to be delivered in clean condition with inside working locks and are to be supplied with toilet paper.

##### **b. Service Requirements**

- 1) The successful Offeror shall provide all manpower, necessary materials for standard services for each unit.
- 2) The successful Offeror may use their own cleaning procedures and protocol requirements with approval from the OHA.

If there is a spillage related to equipment failure or incidents that occur during pick-up, the successful Offeror shall clean up any waste and chemicals associated with these events.

##### **c. Delivery and Transportation of Units**

- 1) The successful Offeror shall work with OHA to schedule a delivery date, time, location and pick-up date.
- 2) Upon delivery of units, an OHA employee or Permitted Persons will be present to inspect every unit for cracks, chips, holes, make sure units are free of rust, residue build up, and that everything works and functions at full capacity.
- 3) An OHA employee may not be present during the pick-up.

##### **d. Regulations**

- 1) All procedures shall be in accordance with applicable Federal, state and local environmental and OSHA regulations.
- 2) The successful Offeror shall follow all industry can regulatory standards pertaining to OSHA 29 CFR 1926.51 – Lists requirements for non-flushing toilets placed outside.

The successful Offeror must be registered as a business in the State of Hawai'i and be compliant with Hawaii Compliance Express, submit a current copy of your Certificate of Liability Insurance, and complete the OHA W-9 form.

If you have any questions, please contact Charmaine Matsuura, Procurement Lead Specialist at (808) 594-0273 or by email: [charmainem@oha.org](mailto:charmainem@oha.org).