



State of Hawai'i

560 North Nimitz Highway
Honolulu, Hawai'i 96817

September 13, 2019

Request for Quotes (“RFQ”) No. WC 2020-04

ASBESTOS AND LEAD BASED PAINT INSPECTION FOR WAIALUA COURTHOUSE

To All Interested Parties:

Notice is hereby given that the Office of Hawaiian Affairs (hereinafter “OHA”) will be accepting quotes from interested Offerors that can provide asbestos and lead based paint inspection for the Waialua Courthouse.

The term of this Contract shall be for four (4) months from November 1, 2019 through and including February 28, 2020 subject to the availability of funds.

Interested Offerors are strongly encouraged to attend a site inspection at the Waialua Courthouse located at 66-207 Kamehameha Highway, Haleiwa, Hawai'i. This will be held on Wednesday, September 18, 2019 at 10:30 a.m.

Quotes are due to the OHA by Monday, September 30, 2019, 2:00 p.m. Hawaii Standard Time. Interested Offerors may submit their quote by email to charmainem@oha.org, hand deliver or mail via by the United States Postal Service to the OHA at:

Office of Hawaiian Affairs
560 North Nimitz Highway, Suite 200
Reception Desk/Procurement Unit
Honolulu, Hawai'i 96817
Attn: Ms. Charmaine Matsuura, RFQ Coordinator

All offers must be time stamped by the deadline above. Pursuant to Hawai'i Administrative Rules (hereinafter “HAR”) §3-122-75 the award shall be made to 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 Waialua Courthouse is a historic structure and a marquee landmark near the gateway to Hale‘iwa Town. The Courthouse is managed by the OHA in order to provide a land base for beneficiaries and beneficiary organizations to gather, meet, plan and perpetuate Hawaiian culture. As such, community groups such as hula hālau currently use the meeting room facilities throughout the week. The office space is currently occupied by Hi‘ipaka LLC, who also oversees daily operations of the Courthouse. The successful Offeror shall work with the OHA and Hi‘ipaka LLC to schedule contract services.

The Waialua Courthouse was constructed before 1978, and therefore requires assessment and testing for Asbestos-Containing Materials (hereinafter “ACM”) and Lead-Based Paint (hereinafter “LBP”), prior to any interior repair/renovations. Although there have been records of renovations to the Courthouse, prior to acquisition, no reports have been submitted to the Hawaii Department of Health (hereinafter “DOH”). The OHA plans to refinish the wooden floors, replace thresholds, shoe molding, and damaged planks. See Exhibit A – Waialua Courthouse Floor Plan, therefor, needs to verify the areas to be worked on is asbestos and LBP free.

Scope of Work and Qualifications

A. Asbestos Inspection

1. The successful Offeror shall provide the services for asbestos inspection that shall include, but may not be limited to the following:
 - a. Conduct a Renovation/Demolition Survey on areas in the project area that will be renovated. See Exhibit A – Waialua Courthouse Floor Plan which has an area of approximately 1,028 square feet.
 - b. Provide a report, in compliance with Hawaii Administrative Rules (hereinafter “HAR”) Chapter 11-502, that shall include but may not be limited to photos, diagrams of sampling areas, lists of non-asbestos materials sampled, lists of asbestos containing or assumed materials, all laboratory results from a DOH registered asbestos lab, amount of materials measured in square feet, linear feet, or cubic feet. Sampling shall include at least three (3) samples from each homogenous area to be disturbed.
 - c. Provide clear and factual information on the presence of ACM by abatement entities holding themselves as being experts in the asbestos abatement industry. Failure to conduct proper asbestos inspection surveys may cause the DOH to proceed with enforcement action as provided in HAR 11-501, 11-502 & 11-504.
 - d. Follow industry and regulatory standards and all the performance requirements listed on the following page:
 - 1) Title 40, Code of Federal Regulations, Part 763, Asbestos Hazard Emergency Response Act (hereinafter “AHERA”);

- 2) Title 40, Code of Federal Regulations, Part 61, National Emission Standards for Hazardous Air Pollutants (hereinafter “NESHAPS”);
 - 3) Hawai‘i Revised Statutes, Chapter 342P, Asbestos and Lead; and
 - 4) Hawai‘i Administrative Rules, Title 11, Chapters 501, 502, 503, 504, State Asbestos Rules.
2. The successful Offeror shall have the following qualifications that shall include, but may not be limited to the following:
- a. Experience to conduct inspection services, prepare reports as defined and as required by the DOH and Environmental Protection Agency (hereinafter “EPA”), and must provide expert witness services relating to asbestos containing materials identification and testing pursuant to HAR Chapters 11-504 (<https://health.hawaii.gov/opppd/files/2015/06/11-504.pdf>).
 - b. The successful Offeror must be on the State of Hawai‘i Registered Asbestos Consultants and Contractors list.

B. Lead-Based Paint Inspection

1. The successful Offeror shall provide the services for asbestos inspection that shall include, but may not be limited to the following:
 - a. Conduct a lead-based paint inspection only in the project area where paint will be disturbed due to the refinishing of the courtroom’s floors. The project area is approximately 1,028 square feet, including thresholds and shoe molding. See Exhibit A – Waialua Courthouse Floor Plan.
 - b. Provide a report indicating if and where LBP is located in the project area. The inspection report should contain detailed information on the following:
 - 1) Who performed the inspection;
 - 2) Dates(s);
 - 3) Inspector’s certification number;
 - 4) All X-ray fluorescence (hereinafter “XRF”) readings;
 - 5) Classification of all surfaces into positive or negative (but not inconclusive) categories, based on XRF and laboratory analyses;
 - 6) Specific information on the XRF and laboratory methodologies;
 - 7) Sampling location identifiers;
 - 8) Results of any laboratory analyses; and
 - 9) Any additional information.
 - c. Follow industry and regulatory standards and all the performance requirements listed below:
 - 1) Title 40, Code of Federal Regulations, Part 745, Lead; Requirements for Lead-Based Paint Activities in Target Housing and Child-Occupied Facilities;

- 2) Hawai‘i Revised Statutes, Chapter 321-11(27), Lead accreditation program;
 - 3) Hawai‘i Revised Statutes, Chapter 342P, Asbestos and Lead; and
 - 4) Hawai‘i Administrative Rules, Title 11, Chapter 41, Lead-Based Paint Activities.
2. The successful Offeror shall have the following qualifications that shall include, but may not be limited to the following:
- a. Experience to conduct inspection services, prepare reports as defined and as required by the DOH and EPA, and the successful Offeror must be qualified to provide expert witness services relating to LBP containing materials identification and testing pursuant to HAR chapter 11-41 (<http://health.hawaii.gov/opppd/files/2015/06/11-41.pdf>).
 - b. The successful Offeror must be on the State of Hawai‘i Department of Health Certified Firms in Hawaii list.

C. Right of Entry

1. For each day the successful Offeror seeks to access the Property, the successful Offeror shall provide OHA with a “Daily Plan,” that shall include information identifying the duration of the visit, the staff and equipment to be used, and description of work to be conducted on site.
 - a. The successful Offeror shall submit its Daily Plan at least ten (10) business days prior to the requested access date.
 - b. The successful Offeror’s access shall be subject to the OHA’s written approval of the successful Offeror’s Daily Plan(s) and shall be subject to other conditions that the OHA may require.
2. Prior to each access, the successful Offeror shall coordinate with the OHA and arrange to access the site together with an OHA staff member, unless otherwise directed by the OHA.
3. The successful Offeror shall allow only persons acting on its behalf, and its members, employees, officers, directors, representatives, agents, consultants, or contractors necessary for the Project to enter the property.

D. Other Conditions

1. The successful Offeror shall procure all goods, services, materials, and permits required to provide the asbestos services on the property.
2. The successful Offeror shall be solely liable for damage of any kind while on the Property.
3. The successful Offeror shall immediately advise the OHA of any problems that arise while executing this scope of work.

4. The successful Offeror shall comply with Occupational Safety & Health Act of 1970 standards.
5. The successful Offeror shall be available to collaborate with any third-party also conducting work on the property (e.g. security, police, etc.), as deemed necessary and appropriate by OHA.

General Contract Compliance for Successful Offeror

A. The successful Offeror shall comply with HRS, Chapter 103D and all State, Federal, and County requirements.

B. License and Compliance

1. Within ten (10) days of the award for a contract, the successful Offeror must be registered as a business in the State of Hawai‘i, be compliant with Hawai‘i Compliance Express, complete the OHA W-9 form and submit a current copy of a Certificate of Liability Insurance with the following:

The minimum insurance coverage and limits below, which shall also apply to subcontractor(s) where appropriate:

<u>Coverage Limits</u>	<u>Limits</u>
General Liability	\$2,000,000 general aggregate \$1,000,000 each occurrence
Automobile Liability	\$1,000,000 Combine Single Limit (each accident)
Worker’s Compensation/ Employer’s Liability	\$100,000 each accident \$500,000 disease policy limit \$100,000 disease policy limit per employee

2. Each insurance policy required by the contract, including a subcontractor’s policy, shall contain the following clauses:
 - a. “This insurance shall not be canceled, limited in scope of coverage or non-renewed until after 30 days written notice has been given to the Office of Hawaiian Affairs, 560 North Nimitz Highway, Suite 200, Honolulu, HI 96817.”
 - b. “The Office of Hawaiian Affairs, its trustees, employees, representatives and agents and the State of Hawai‘i are added as additional insureds as respects to operations performed for the Office of Hawaiian Affairs.”
 - c. “It is agreed that any insurance maintained by the Office of Hawaiian Affairs will apply in excess of, and not contribute with, insurance provided by this policy.”

The successful Offeror must be registered as a business in the State of Hawai'i and be compliant with Hawai'i 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.