



STATE OF HAWAII
OFFICE OF HAWAIIAN AFFAIRS
560 NORTH NIMITZ HIGHWAY, SUITE 200
HONOLULU, HAWAII 96817

April 11, 2016

REQUEST FOR QUOTES

**ISA CERTIFIED ARBORIST
For
OHA PROPERTIES**

The Office of Hawaiian Affairs (hereinafter "OHA") is seeking quotes from Arborists, who are certified by the International Society of Arboriculture (hereinafter "ISA") to provide a comprehensive tree maintenance report for each of the three (3) properties owned by the OHA. The three (3) properties include: 1) Waiialua Courthouse, 2) Kukaniloko and the 3) Pahua Heiau; all are Native Hawaiian cultural sites. See Attachment 2, 3 and 4 for the Site Maps.

The ISA certified Arborist shall be assisting the OHA in developing the care and maintenance plan and trimming schedule for the trees located on each of the aforementioned properties. The OHA shall require the report to: 1) assist in determining the type of trees, 2) the health of the trees, 3) the recommended tree trimming schedules, 4) recommended trees removal if necessary, and 5) replacement with native Hawaiian trees.

Quotes are due to OHA by Friday April 22, 2016, 2:00 p.m. Hawai'i Standard Time (hereinafter "HST"). Vendors may either submit their quote by email to phylliso@oha.org or by the United States Postal Service to OHA -Procurement, 560 North Nimitz Highway, Honolulu, Hawai'i 96813. The USPS delivery must be received by the Friday, April 22, 2016, at 2:00 p.m. HST. All Interested Vendor must include the OHA Request for Quotes. See Attachment: Request for Quotes.

Prior to submittal of an offer, the interested vendor is encouraged to attend the "Site Inspection" The site inspection provides the interested vendor the opportunity to inspect the properties, to become thoroughly familiar with existing cultural conditions, rules and regulation, and the extent and nature of work to be performed.

Site Inspections shall begin at **9:00 am on Thursday, April 14, 2016**, the: **Waiialua Courthouse**, located at 66207 Kamehameha Highway, Haleiwa Hawai'i 96712, then proceed directly to **Kukaniloko** located at the Intersection at Kamehameha Highway and Whitmore Avenue, Wahiawa, Hawai'i; and finally to **Pahua Heiau** located at 7142 Makahuena Place , Honolulu, Hawai'i 9682.

The selection shall be contingent on the lowest most responsible and responsive quote for OHA. In addition, your company will need to be registered with Hawai'i Compliance Express. If you have any questions, you may contact me at (808) 594-1833 or by email at phylliso@oha.org.

Sincerely,

A handwritten signature in black ink, appearing to read 'Phyllis Ono-Evangelista', with a long horizontal flourish extending to the right.

Phyllis Ono-Evangelista,
Ka Pou Kako'o Ho'oki'iki'i/Procurement Manager

Enclosed: Attachment 1: Request for Quote Form
 Attachment 2: Waialua Courthouse Site Map
 Attachment 3: Kukaniloko Site Map
 Attachment 4: Pahua Heiau Site Map