

DEPARTMENT OF TRANSPORTATION
NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES

In accordance with §103D-304, HRS, the State of Hawaii, Department of Transportation (HDOT), Highways Division (Highways) is seeking qualified consultants to provide transportation planning services for the Interstate Route H-1, Kunia Interchange Improvements, Island of Oahu. The contract will be a Fixed Price Lump Sum Contract, in accordance with §3-122-136, HAR. A Contract time of performance of 24 months, and a budget of \$1,500,000, subject to availability of funds, are anticipated. Additional information for the subject project may be viewed under “Files”.

Individuals or firms on HDOT’s qualified list are invited to submit a proposal for the subject project. Proposals should be clear, concise, and in accordance with the *Scope of Work & Proposal Guidelines*. Only those prospective individuals or firms who submit their proposal by the deadline below will be considered.

Submittals:

1. **One** electronic copy of the proposal must be received in PDF format via email at brian.tyau@hawaii.gov, and **three** hardcopies of the proposal must be received by **February 28, 2020 at 4:00 p.m.** at the following address:

Department of Transportation, Highways Division
Planning Branch
869 Punchbowl Street, Room 301
Honolulu, Hawaii 96813
Attention: Brian Tyau

2. Proof of Insurance for:
 - a. General liability insurance for limit of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. The STATE shall be named as additional insured.
 - b. Automobile liability insurance for limit of not less than \$1,000,000 per accident. The STATE shall be named as additional insured.
 - c. Professional liability insurance for limit of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate

If a firm is not able to provide the above insurance certificates at this time, a letter from an insurance company stating, if the firm is selected, they will insure the firm for the insurance policies and the amount of minimum coverage required above, will be accepted as proof of insurance.

Please send an email to brian.tyau@hawaii.gov confirming that your firm is interested in submitting a proposal. This email confirmation will only be used to contact interested firms in the event that changes are made and are not required or part of the evaluation process.

Individuals or firms who are **not on** HDOT's qualified list and wish to be considered in the selection for this project must submit three copies of the following along with the proposal and proof of insurance by the deadline above:

1. Letter of interest (including an email address for notification of additional advertisements).
2. Completed [DPW Form 120](#) or [Standard Federal Form 330](#), and
3. Any other related information.

The evaluation criteria used to evaluate firms whose proposals are received by the deadline above are included in the *Scope of Work & Proposal Guidelines*.

The HDOT, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252) and the Regulations of the U.S. Department of Transportation [Title 49, Code of Federal Regulations (CFR) Part 21] issued pursuant to such Act, hereby notifies all proposers that it will affirmatively ensure that the contract entered into pursuant to this advertisement will be awarded without discrimination on the grounds of race, color, national origin, or sex.

The U.S. Department of Transportation Regulations entitled "Participation by Disadvantaged Business Enterprises in Department of Transportation Programs," Part 26, Title 49, CFR is applicable to this project.

3D Technology. The HDOT encourages the use of 3D technology software solutions, such as AutoCAD and Microstation. Use of such technology will require adequate and acceptable conversion capabilities to current HDOT software. HDOT encourages the use of 3D technology for purposes such as streamlining transportation projects by improving communication with the HDOT and stakeholders and reducing overall project timeline and cost.

Driving While Impaired (DWI) Education. HDOT encourages all organizations contracted with the HDOT to have an employee education program preventing DWI. DWI is defined as operating a motor vehicle while impaired by alcohol or other legal or illegal substances. HDOT promotes this type of program to accomplish our mission to provide a safe environment for motorists, bicyclists, and pedestrians utilizing our State highways, and expects its Contractors to do so as well.

Campaign contributions by State and County Contractors. Contractors are hereby notified of the applicability of Section 11-355, HRS, which states that campaign contributions are prohibited from specified State or county government contractors during the term of the contract if the contractors are paid with funds appropriated by a legislative body. For more information, contact the Campaign Spending Commission at (808) 586-0285.

Use of Personal Protective Equipment. HDOT requires all organizations working within the highway right-of-way, whether contracted with the HDOT or not, to utilize personal protective equipment whenever visiting a worksite. Personal protective equipment shall comply with Occupational Safety and Health Administration (OSHA) Part No. 1926 – Safety and Health Regulations for Construction which includes protective clothing and shoes, eye and ear protection, hard hats and, if appropriate, respirators or masks and gloves. HDOT promotes the use of safety gear as part of our overall employee safety program and expects its Contractors to do so as well.

Estimated Procurement Schedule (subject to change)

Publication Date: February 12, 2020

Proposals Due: February 28, 2020

Evaluation: April 22 - March 2-4, 2020

Finalize Evaluation Rankings: March 5, 2020

Selection Notification: March 23 - 27, 2020

Consultant Audit: April 6 - 17, 2020

HDOT Independent Estimate: April 20 - 22, 2020

Negotiations: April 27 – May 22, 2020

Fee Acceptance Letter: May 25 – 29, 2020

Non-Selection Notifications: June 1 - 5, 2020

The Director of Transportation reserves the right to cancel this request for proposals, to reject any or all proposals in whole or part, and to waive any defects in said proposal in the best interest of the State.

If you have any questions, please contact Ken Tatsuguchi, Highways Division, Planning Branch at (808) 587-1830 or email ken.tatsuguchi@hawaii.gov.

JADE T. BUTAY
Director of Transportation

Posting date: February 12, 2020