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GOVERNOR



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BARBARA E. ARASHIRO
EXECUTIVE ASSISTANT
IN REPLY PLEASE REFER TO:
15:CPO/384

December 30, 2015

TO: Interested Parties

FROM: Rick T. Sogawa 
Procurement Officer

SUBJECT: Request-for-Proposals, No. PMB-2015-22, Addendum No. 2
Property Management, Maintenance and Resident Services – AMP 43

This Addendum No. 2 is to: 1) amend Section 2 Scope of Services Part II D; 2) amend Section 2 Scope of Services Part II E; and 3) amend Attachment 25 Examples of Project & Management Fee Costs.

1. For clarification purposes, **delete** the first paragraph D. Single or multi-term contracts to be awarded under Section 2, Part II. on page 22:

Single term (≤ 2 yrs) Multi-term (> 2 yrs.)

Initial term of contract: 12 months
April 30, 2016, 12:01 p.m. – April 30, 2017, 12:00 p.m., HST
Length of each extension: Up to 12 months; may be less than 12 months when it is
in the best interests of the State
Maximum length of contract: 60 months”

Replace with:

Single term (≤ 2 yrs) Multi-term (> 2 yrs.)

Initial term of contract: 11 months
April 30, 2016, 12:01 p.m. – March 31, 2017, 12:00 p.m., HST
Length of each extension: Up to 12 months; may be less than 12 months when it is
in the best interests of the State
Maximum length of contract: 59 months”

2. For clarification purposes, **delete** the first paragraph under subsection E. Contract Price Adjustments (other than wage rate increases) under Section 2, Part II. on page 23:

“Each proposal offered herein shall be firm for the 60-month proposal period beginning April 30, 2016, 12:01 p.m. through April 30, 2021, 12:00 p.m.”

Replace with:

“Each proposal offered herein shall be firm for the 59-month proposal period beginning April 30, 2016, 12:01 p.m. through March 31, 2021, 12:00 p.m.”

3. For clarification purposes, Attachment 25, Examples of Project & Management Fee Costs issued on December 15, 2015 is being **replaced** with Attachment 25a, Examples of Project & Management Fee Costs Rev. 12/30/15.

4. For clarification purposes, **delete** under Section 2, Part IV. C. 2 item # I. on page 30:

“The Successful Offeror shall employ at a minimum a licensed Journeyman Carpenter I and a Plumber at entry level to repair and improve properties under AMP 43.”

Replace with:

“The Successful Offeror shall employ at a minimum a Carpenter I and a licensed Plumber at entry level to repair and improve properties under AMP 43. The Successful Offeror shall provide evidence of a valid plumbers’ license to the HPHA. See Attachment 24 for minimum qualifications and requirements.”

5. Provide additional Minimum Qualifications Specifications for Plumber I and Plumber II to Attachment 24.

If you have any questions, please call contact Kathy Mitchell, RFP Coordinator at (808) 832-1892. Thank you.



Examples of Costs to be Reimbursed and Paid from Management Fee	
Cost to be Reimbursed by HPHA	Costs to be Paid from Management Fee
Contractor's project site personnel salaries, fringe benefits and taxes as reflected in Attachment 22	Contractor's supervisory staff salaries fringe benefits and taxes.
Direct project administrative expenses other than salaries (postage, telephone, copying and supplies)	Contractor's overhead expenses (postage, telephone, copying and supplies
Long distance calls related to project operations (log must be maintained	Long distance calls from on site staff to Contractor
Contractor's site staff training required by HPHA for HUD required compliance.	Contractor's supervisory staff's travel expenses for site visits and meetings
Contractor's site staff travel expenses required for HPHA business	Advertising expenses for recruitment of all Contractor's staff
Mileage for Contractor's site maintenance staff for direct maintenance duties (travel between projects, picking up project maintenance equipment or materials)	Training of Contractor's staff
Mileage for Contractor's on site staff for administrative functions (attending meetings, mail pick up, travel to Contractor's office, site inspections).	
Required insurance expenses of Contractor	

Minimum Qualification Specifications
for the Classes:

PLUMBER I and II

License and Experience Required

1. Applicants for Plumber I must possess a valid State of Hawaii Journey Worker Plumber License or Master Plumber License.
2. Applicants for Plumber II must possess:
 - a) A valid State of Hawaii Journey Worker Plumber License **and** one (1) year of work experience as a licensed plumber performing work comparable to a Plumber I in the State service; or
 - b) A valid State of Hawaii Master Plumber License.

Quality of Experience

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, Selective Certification Requirements may be established and certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests

Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements

Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

This is an amendment to the minimum qualification specifications for the classes Plumber I and II, which were approved on December 21, 1992 and October 23, 1992, respectively.

DATE APPROVED: 11/5/2012



BARBARA A. KRIEG
Director of Human Resources Development

State of Hawaii
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
SALARY SCHEDULE

Effective Date: 10/01/2016
Bargaining Unit: 01 Blue Collar, Non-Supervisor

	A				A				A				A			
BC01	ANN	37,656	BC09	ANN	51,168	WS01	ANN	39,024	WS09	ANN	54,300					
	MON	3,138		MON	4,264		MON	3,252		MON	4,525					
	8HR	144.80		8HR	196.80		8HR	150.08		8HR	208.88					
	HRLY	18.10		HRLY	24.60		HRLY	18.76		HRLY	26.11					
BC02	ANN	38,160	BC10	ANN	53,112	WS02	ANN	40,824	WS10	ANN	56,244					
	MON	3,180		MON	4,426		MON	3,402		MON	4,687					
	8HR	146.80		8HR	204.24		8HR	157.04		8HR	216.32					
	HRLY	18.35		HRLY	25.53		HRLY	19.63		HRLY	27.04					
BC03	ANN	39,240	BC11	ANN	55,044	WS03	ANN	42,012	WS11	ANN	58,416					
	MON	3,270		MON	4,587		MON	3,501		MON	4,868					
	8HR	150.96		8HR	211.68		8HR	161.60		8HR	224.64					
	HRLY	18.87		HRLY	26.46		HRLY	20.20		HRLY	28.08					
BC04	ANN	40,824	BC12	ANN	57,168	WS04	ANN	43,704	WS12	ANN	60,540					
	MON	3,402		MON	4,764		MON	3,642		MON	5,045					
	8HR	157.04		8HR	219.84		8HR	168.08		8HR	232.88					
	HRLY	19.63		HRLY	27.48		HRLY	21.01		HRLY	29.11					
BC05	ANN	42,456	BC13	ANN	59,244	WS05	ANN	45,456	WS13	ANN	62,820					
	MON	3,538		MON	4,937		MON	3,788		MON	5,235					
	8HR	163.28		8HR	227.84		8HR	174.80		8HR	241.60					
	HRLY	20.41		HRLY	28.48		HRLY	21.85		HRLY	30.20					
BC06	ANN	44,148	BC14	ANN	61,512	WS06	ANN	47,280	WS14	ANN	65,160					
	MON	3,679		MON	5,126		MON	3,940		MON	5,430					
	8HR	169.84		8HR	236.56		8HR	181.84		8HR	250.64					
	HRLY	21.23		HRLY	29.57		HRLY	22.73		HRLY	31.33					
BC07	ANN	45,924	BC15	ANN	63,804	WS07	ANN	49,176	WS15	ANN	67,632					
	MON	3,827		MON	5,317		MON	4,098		MON	5,636					
	8HR	176.64		8HR	245.44		8HR	189.12		8HR	260.16					
	HRLY	22.08		HRLY	30.68		HRLY	23.64		HRLY	32.52					
BC08	ANN	47,784		ANN	51,132	WS08	ANN	51,132		ANN	67,632					
	MON	3,982		MON	4,261		MON	4,261		MON	5,636					
	8HR	183.76		8HR	196.64		8HR	196.64		8HR	260.16					
	HRLY	22.97		HRLY	24.58		HRLY	24.58		HRLY	32.52					