

HAWAII COMMUNITY DEVELOPMENT AUTHORITY

The Hawaii Community Development Authority ("HCDA") anticipates the need for the following professional services for Fiscal Year 2014-2015. Pursuant to Section 103D-304, Hawaii Revised Statutes ("HRS"), this notice invites persons engaged in providing professional services to submit current statements of qualifications and expression of interest. Professional services may be required in, but shall not be limited to, the following categories:

1. Architecture
2. Land Surveying
3. Civil Engineering
4. Environmental Engineering
5. Electrical Engineering
6. Mechanical Engineering
7. Community Planning
8. Landscape Architecture
9. Archaeology
10. Real Property Appraisal
11. Computer Science

Individuals or firms interested in being considered for selection are invited to submit a letter of interest together with the following information.

1. Name of firm or individual, principal place of business, and location of all of its offices;
2. Age of the firm and its average number of employees over the past three (3) years;
3. Education, training, and qualification of key members of the firm;
4. Names, phone numbers, and email addresses of up to 5 clients who may be contacted, including two for whom services were rendered during the preceding year; and
5. Any promotional or descriptive literature which the individual or firm desires to submit.

A list of past projects or services provided to the HCDA and experience with State projects will be helpful for the HCDA to determine qualifications of the applicant. If you wish to be considered for multiple categories, submit a copy of statement of qualifications or DPW-120 form for each category of professional services that you want

to be considered for (e.g., submit 3 copies of the statement of qualifications for 3 different categories of professional services) and one letter of interest specifying all categories you want to be considered for.

Individuals and firms that submitted statement of qualifications for Fiscal Year 2013-2014 may submit only a letter of interest indicating the discipline they would like to be considered under and any additional material they would like included in the statement of qualification that was submitted for Fiscal Year 2013-2014 to be considered for Fiscal Year 2014-2015. Since HCDA will be retaining copies of the statement of qualifications from Fiscal Year 2013-2014, there is no need to submit a new statement of qualifications.

Delivery Address for the Submittal

Hawaii Community Development Authority
461 Cooke Street
Honolulu, Hawaii 96813

Attention: Mr. Deepak Neupane, P.E., AIA, Director of Planning and Development

Contact

Question regarding this solicitation should be directed to Mr. Deepak Neupane, P.E., AIA, by emailing to contact@hcdaweb.org. Include "Clarification Request Regarding the Solicitation for Professional Services" in the subject header of the email. Deadline for submitting clarification request is by 2:00 p.m., June 13, 2014.

Deadline

Submit the materials no later than 2:00 p.m., June 27, 2014, to the HCDA office. Submittals will be accepted on a continual basis even after the deadline but any submittals received after this date may receive limited consideration. **NO FACSIMILE OR ELECTRONIC SUBMITTALS WILL BE ACCEPTED.**