

Shall the Authority Authorize the Executive Director to Enter into a two (2) year contract plus one (1) year option to Extend for Grounds Maintenance Services for Kolowalu Park with Nohonani Landscape LLC and to Expend Up to \$48,537.00 From the Hawaii Community Development Revolving Funds, Leasing and Management Subaccount?

Staff Report
October 7, 2015

Background: On September 3, 2010, the Hawaii Community Development Authority (“HCDA”) officially dedicated for public use, the 2.3 acre Kolowalu Park, which straddles a portion of the Queen Street Extension between Kamakee and Waimanu Streets. The HCDA continues to work with the City and County of Honolulu (“City”) to convey Kolowalu Park to the City. While the HCDA is working on conveying the park to the City, the HCDA remains responsible for its maintenance.

Landscape maintenance is currently performed by LPN Landscaping, Inc., (“LPN”). The contract term for LPN will expire on November 30, 2015. Therefore, the HCDA solicited bids to continue landscape maintenance and tree trimming services for Kolowalu Park.

Staff has issued an Invitation for Bid (“IFB”) for Kolowalu Park for a twenty-four (24) month period with one additional twelve (12) month option to extend on the Hawaii Electronic Procurement System (“HIePRO”). The scope of services under this solicitation includes:

- a. Maintenance and repair of the irrigation system including lines, heads, pumps and controllers;
- b. Weed control and application of herbicides/pesticides and fertilizer on a regular schedule;
- c. Maintenance of planters and lawn edging;
- d. Lawn mowing every ten (10) days;
- e. Tree trimming for all trees and appropriate removal of fruits and fronds;
- f. Replacement of all failed light bulbs in the park with equivalent or energy efficient LED replacements; and
- g. This contract shall include a yearly \$15,000 allowance.

Discussion: The HCDA received four (4) bids ranging from \$48,537.00 a year to \$89,000.00 a year for the base two (2) year period. An additional \$15,000 a year general repair allowance is added to the total offer. The lowest three (3) apparent responsive and responsible qualified bids (from lowest to highest) for the base two (2) year term, plus an additional one (1) year extension and a \$45,000 allowance for a maximum of three years were as follows:

- \$175,611.00 (Nohonani Landscape LLC)
- \$214,633.44 (The Hawaii National Landscape Inc.)
- \$257,047.00 (A M Landscaping LLC)

With the current contract expiring on November 30, 2015, the award must be issued soon to ensure there is no break in maintenance of the park.

Recommendation: Staff recommends approval to authorize the Executive Director to award the lowest responsive and responsible qualified bidder a contract for Grounds Maintenance Services for Kolowalu Park for a twenty-four (24) month period with one additional twelve (12) month option to extend.

The total amount for the maximum three (3) year term shall not exceed \$257,047.00 from the Hawaii Community Development revolving funds, Leasing and Management Subaccount. HCDA staff is currently still examining and evaluating the top three bid proposals and will make its final selection for award based on the lowest responsive, responsible, and qualified bidder.