

Reviewed and Approved by Executive Director: W. J. [Signature]

October 5, 2022

FOR ACTION

I. REQUEST

Consider Authorizing the Executive Director to Award and Execute a Three-Year Contract with Two One-Year Options to Extend, to Doonwood Engineering, Inc. for performance of maintenance, testing, and repairs to the HCDA’s sewage pump system and backflow preventer equipment located at:

- a. Kewalo Basin Harbor located at 1125 Ala Moana Blvd., Oahu Tax Map Key Nos. 2-1-058:132, :134, and :137,
- b. Ala Moana Pump Station located at 240 Keawe Street, Oahu Tax Map Key No. 2-1-015: 063,
- c. Kolowalu Park located at 1150 Queen Street, Oahu Tax Map Key Nos. 2-3-004:080 and :014,

In Honolulu, Hawaii, in an Amount Not to Exceed \$187,485.00 in accordance with Bid Form No. 5 for IFB HCDA 04-2022.

II. BACKGROUND

The Hawaii Community Development Authority (HCDA) is the landowner of Kewalo Basin Harbor, the Historic Ala Moana Pump Station, and Kolowalu Park located in the Kakaako Community Development District in Honolulu, Hawaii (Premises).

The HCDA requires the services of a Contractor to furnish all labor, materials, parts, tools, equipment, supplies, transportation, and supervision to satisfactorily provide maintenance, testing, and repairs to the following sewage pump system and backflow preventers servicing the Premises:

1. Historic Ala Moana Pump Station
 - a. 1.5-inch backflow preventer located at 240 Keawe Street
2. Kewalo Basin Harbor
 - a. Sewer Pump Station
 - b. 3-inch backflow preventer located near Ewa entrance to Kewalo Basin Harbor
 - c. 4-inch backflow preventer located off Ala Moana Blvd., near main Kewalo Basin Harbor entrance
 - d. 2-inch backflow preventer located at Kewalo Diamond Head Restrooms
 - e. 2.5-inch backflow preventer located in between Kewalo Diamond Head Restrooms and Ala Moana Beach Park

3. Kolowalu Park
 - a. 2-inch backflow preventer located in Kolowalu Mauka Park
 - b. ¾-inch backflow preventer located in Kolowalu Makai Park

On September 9, 2022, the HCDA issued an Invitation for Bids (IFB) solicitation for Maintenance, Testing and Repairs to the Sewer Pumps Systems and Backflow Preventers for Kewalo Basin Harbor, the Historic Pump Station and Kolowalu Park (IFB HCDA No. 04-2022).

The Scope of Work includes the following:

1. Sewer Pump Station Located at Kewalo Basin
 - A. Monthly Service
 - 1) Record suction/discharge gauge readings for both pumps,
 - 2) Record elapsed time meter readings,
 - 3) Check air flow indicator to ensure proper bubbler system air flow,
 - 4) Monitor station during at least one pump down cycle to check for proper pump and control operation along with leaks,
 - 5) Check oil levels in seal and bearing chambers,
 - 6) Check belts for wear and tension,
 - 7) Make sure back-up air pump works,
 - 8) Switch to the backup air pump only when the lead air pump quits,
 - 9) Check air release valves for proper operation. Grease, if necessary,
 - 10) Exercise plug valves,
 - 11) Make sure check valves open and close properly (clean the seat area if necessary),
 - 12) Lubricate air release valves and check for proper operation, and
 - 13) Retention and align belt drives if necessary (after initial run/tension intervals).
 - B. Semi-Annual Service
 - 1) Adjust impeller to wear plate clearance (depending on application this may need to be done quarterly), and
 - 2) Clean air pump filter.
 - C. Annual Service
 - 1) Change oil in pump seal chamber and bearing chamber annually or every 4,000 hours, whichever comes first,
 - 2) Grease motor bearings, in accordance with motor manufacturer's recommended schedule,
 - 3) Replace stator and perform an annual operational check on the alarm to assure proper performance, and
 - 4) Test alarms for proper operation.
2. Seven (7) Backflow Preventers Located Within the Premises
 - A. Annual testing as required by the City and County of Honolulu Board of Water Supply; and
 - B. Repairs, as needed

III. DISCUSSION

The solicitation was conducted pursuant to Hawaii Revised Statutes (HRS) Chapter 103D-302 Competitive Sealed Bidding. HRS §103D-302(h) specifies, “the contract shall be awarded to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids.”

Bids for IFB HCDA 04-2022 were due on September 21, 2022. The HCDA received one (1) bid by the deadline as indicated in the table below:

Bidder:	Initial Term (3 Years):	Supplemental 1 (Fourth Year):	Supplemental 2 (Fifth Year):
Bidder 1	\$22,050.00	\$7,595.00	\$7,840.00

Doonwood Engineering, Inc. submitted the lowest, responsive, responsible bid of \$22,050.00 for the initial three-year term (\$7,350 annually), plus \$7,595.00 for the first one-year extension option and \$7,840.00 for the second one-year extension option, if exercised.

An annual allowance of \$30,000 will be added to the bid price to cover the cost of trouble calls and emergency repair work. These items will be paid on an as-needed basis, and will require prior written approval by the HCDA before any allowance funds are expended.

The maximum expenditure for the potential five-year term would be \$187,485.00 if both one-year options were exercised and if the full \$30,000 annual allowance was spent each year. Generally, we do not fully exhaust the annual allowance every year unless major repairs are necessary.

This is very similar to the previous Sewer Pump and Backflow Maintenance contract with Doonwood Engineering, Inc., which was worth \$183,140.00 for the maximum five-year term, including the \$30,000 annual allowance.

IV. RECOMMENDATION

It is recommended that the Board Authorize the Executive Director to Award and Execute a Three-Year Contract with Two One-Year Options to Extend, to Doonwood Engineering, Inc. for performance of maintenance, testing, and repairs to the HCDA’s sewage pump system and backflow preventer equipment located at:

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- b. Ala Moana Pump Station located at 240 Keawe Street, Oahu Tax Map Key

- No. 2-1-015: 063,
c. Kolowalu Park located at 1150 Queen Street, Oahu Tax Map Key Nos. 2-3-004:080 and :014,

In Honolulu, Hawaii, in an Amount Not to Exceed \$187,485.00 in accordance with Bid Form No. 5 for IFB HCDA 04-2022 from the Hawaii Community Development Revolving Funds, Leasing and Management Subaccount and undertake all tasks necessary to effectuate the purpose(s) of this For Action.

Prepared By: Craig Uemura, Asset Management Specialist *Craig Uemura*

Reviewed By: Lindsey Doi, Asset Manager *LD*