

NOTICE FOR PROFESSIONAL SERVICES
2022-PROF-1-FIS-A
ADDENDUM NO. 1 – Deadline Date Extended

Pursuant to the provisions of HRS 103D Procurement of Professional Services, the Department of Water, County of Kaua‘i (DOW) hereby provides public notice to invite persons engaged in the professional services listed below to submit current statements of qualifications and expressions of interest for the fiscal year 2022:

Fiscal: Consulting & Financial Services such as:

- A. Audit Services such as: Financial Statements Audit, Single Audit, Performance and/or Internal Control Audit, and other as needed audit services.
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Format: Expression of interest shall include:

1. Category number and title; (for example: Fiscal-A- Audit Services.)
2. Name of the contact to which the resume(s) is/are to be directed.
3. Signature of an authorized representative.

The following requirements pertain to all Statement of Qualifications (SOQ’s) submitted. SOQ’s should identify the area(s) of professional services provided by the proposer, and include a description of the proposer’s firm, the qualifications and related experiences of the principals and staff members, and supporting data and information as they relate to the proposed subject-matter areas. Use of Federal Form SF 330 or State Form DPW 120 with supplemental information, where appropriate, is encouraged. SOQ’s should include, but not be limited to, the following information:

- A. The name of the firm or person, the principal place of business, and location of all of its offices;
- B. The age of the firm and its average number of employees for the past five years;
- C. The education, training, and qualifications of key members of the firm;
- D. The education, training, and qualifications of key members of the associate firms for subcontracted work;
- E. The names and phone numbers of up to five clients who may be contacted, including at least two for whom services have been rendered during the preceding year;
- F. Any promotional or descriptive literature which the firm desires to submit, and
- G. Submit Quality Assurance Procedures (this item is important and submittals will be rejected without it).

General Terms and Conditions. The furnishing of consultant services shall comply with the General Terms and Conditions for Professional Services Contracts, dated January 1, 2019. A copy of the document can be found at www.kauaiwater.org. The submission of terms and conditions that conflict or replace the Department’s will be rejected pursuant to HAR 3-122-6.

Insurance Requirements: Contractor agrees to maintain, on a primary basis and at its sole expense, at all times during the life of the Contract, the insurance coverages, limits, including endorsements described in the Insurance Requirements of this solicitation. Unless preapproved by the Manager and Chief Engineer, the policy or policies of insurance maintained by the Contractor shall provide the minimum limit(s) and coverage(s) as specified in the Insurance Requirements and be placed with an insurance carrier authorized to do business in the State of Hawai‘i and rated A-VII by A.M. Best. Concurrent with the execution of the contract, Contractor shall provide the Department a certificate of insurance completed by a duly authorized representative of their insurer certifying that the liability coverage(s) is written on an occurrence form. Immediately upon becoming aware that its insurance will be cancelled, non-renewed, or materially changed, Contractor will notify Department by providing written notice. Failure to secure and maintain the required insurance shall be considered a material breach of the Contract.

ADDENDUM NO. 1

Deadline: Expressions of interest, SOQ’s, and accompanying information must be received by the DOW addressed to the Manager & Chief Engineer, Department of Water, County of Kaua‘i. All submittals must be received in **ELECTRONIC FORM ONLY** via www.publicpurchase.com no later than **4:30 p.m. (HST), Tuesday, February 15, 2022**.

Awards shall be electronically posted on the DOW website within seven (7) days of the contract award.

Questions may be directed to Ms. Christine Erorita at (808) 245-5409.

(POSTED via www.kauaiwater.org, www.publicpurchase.com, www.hands.ehawaii.gov , 02/07/22)

