



WAIMĀNALO
HEALTH CENTER

REQUEST FOR PROPOSALS
Waimānalo Health Center Dental Clinic Expansion
12/20/2019

BACKGROUND: In operation since 1992, Waimanalo Health Center (WHC), a federally qualified health center, provides comprehensive health services for all who seek care regardless of their ability to pay. Services provided at WHC include primary care, dental, behavioral health, nutrition education and counseling, traditional Native Hawaiian healing practices, care coordination, outreach and eligibility services, WIC, and a youth mentoring program. WHC's mission statement reads, *"Waimānalo Health Center is committed to providing the highest level of primary and preventive health services, with special attention to the needs of Native Hawaiians and the medically underserved, and improving the health and wellness of individuals and their `ohana regardless of their ability to pay."*

LOCATION: This is a project for Waimanalo Health Center located at 41-1347 Kalaniana`ole Hwy TMK (1)4-1-09:279

PURPOSE AND DESCRIPTION: The purpose of this request for proposals (RFP) is to solicit proposals from various vendors to reconfigure space, previously used as a pediatric clinic, to dental exam rooms in order to provide expanded dental services to WHC's patients. The outcome of this engagement is to provide WHC with the necessary space reconfiguration, plumbing and painting services to WHC's existing and vacant pediatric clinic. The work would include partial wall demolitions as well as wall additions, painting walls and removing (capping) sinks & plumbing, in order for walls to be flushed after plumbing work is completed, and installing new electrical outlets and re-wiring existing connections. See Attachment A-Existing Floor Plan for the identified spaces in current layout, and Attachment B-Office Modification, illustrates the proposed changes as described below:

Demolition

- Existing walls & doors (to hallway) to expand dental exam rooms, dispose of all waste and rubbish.
- Keep one door & frame for equipment room access to clinic main hallway.

Carpentry

- Repair walls where necessary, after demolition, new dry wall installations for compressor room in waiting area, dispose of waste.
- Wall re-configurations for electrical wirings.
- One door & its installation for compressor room.

Plumbing Work

- Remove all existing sinks and cap plumbing (flushed with existing wall), Relocate 1 (One) built-in sink w/ upper cabinet from exam room 1 into hallway at the wall between exam rooms 1 & 3.
- Dispose of all removed equipment and generated waste.

Electrical Work

- Add new / Re-wire existing electrical connections (lights and outlets) for dental exam rooms and chairs (Count of 8 are floor mounted)

Painting Interior Walls

- WHC Facility staff will remove all items that are currently wall mounted. Selected contractor to patch and smooth wall surface prior to paint application.
- Paint floor to ceiling all existing interior walls and baseboards. Color sample will be provided by WHC. This will be the same color for all offices and common areas. Contractor to determine with WHC primary and secondary painting needs.
- Contractor to protect non-wall areas as door and window frames and remaining sinks, cabinets, and glass areas.
- Contractor to dispose of all rubbish from job site prior to completion.

COMPLETION:

- A walkthrough with the WHC Facility Director will be done after completion.
- Final payment request shall be submitted after mutual agreement of contractor's work phase completion

TIMELINE: The timeline must align with WHC's work hours: Monday – Friday, 8:00am – 5:00pm. Saturday availability is optional.

PROCUREMENT TIMETABLE presented below:

Activity	Scheduled Date
RFP Public Announcement	December 20, 2019
RFP Issued	As Above
Meeting at the Project Site	By call request
Closing Date for Receipt of Offerors' Questions	January 15, 2020(4:30 p.m. HST)
WHC's Response to Offerors' Questions	January 17, 2020(4:30 p.m. HST)
Closing Date for Receipt of Proposals	January 24, 2020(4:30 p.m HST)
Proposals Evaluation (WHC-Evaluation Committee)	January 27, 2020
Notify the "Priority Listed Offerors"	January 29, 2020
Tentative Start Date	February 3, 2020(7:00 a.m. HST)
Tentative Completion Date	February 21, 2020(5:00 p.m. HST)

Receipt of Proposals:

Proposals must be received by:

Waimanalo Health Center
41-1347 Kalanianaʻole Hwy.
Waimanalo, Hawaii 96795
Phone: 808-259-7948 or 954-7121
Email: grosala@waimanalohealth.org
Attn: **Ghissou Rosala**, Facilities Director

Due Date: **4:30 p.m. on Monday, January 24, 2020**

Each vendor is responsible to obtain his/her own confirmation of submittal. Proposals received after due date will not be accepted.

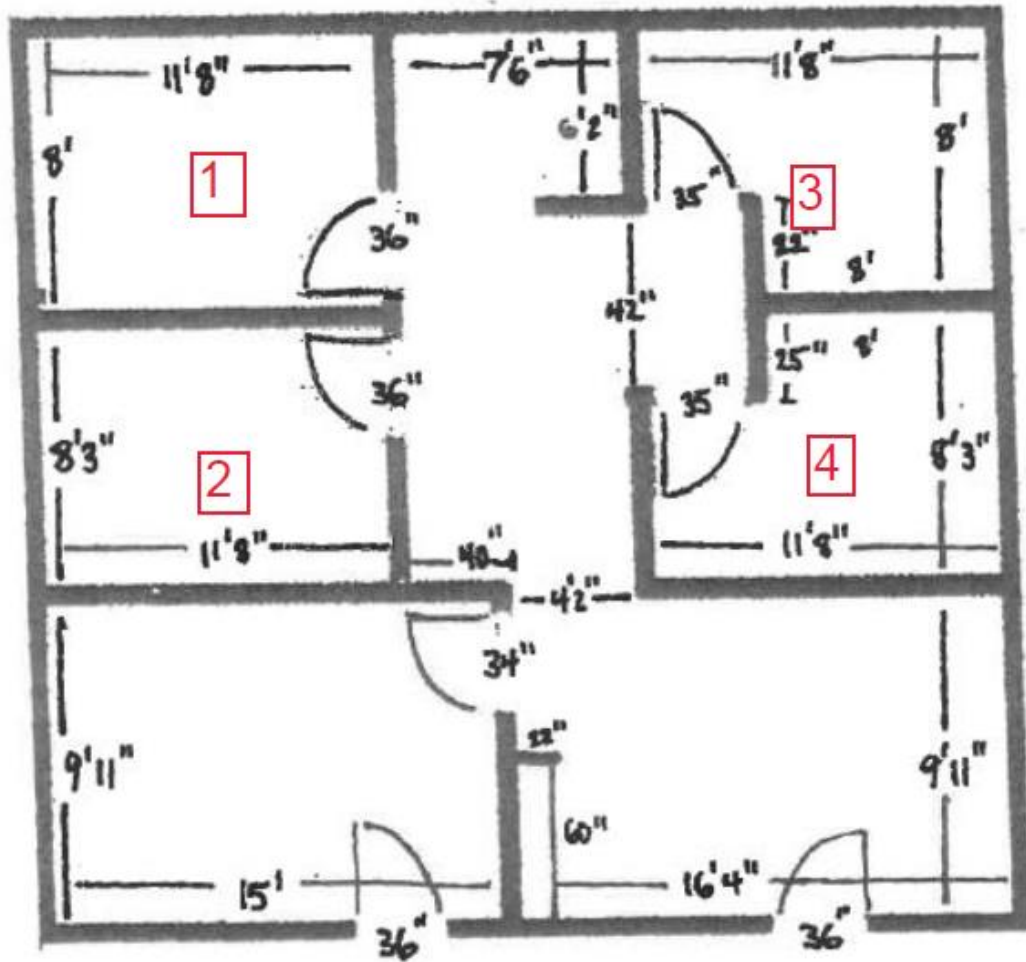
Interested parties are welcome to schedule a site visit at the Waimanalo Health Center by calling Ghissou Rosala at 808-954-7121 or 808-954-7948. Visits to the health center are to be scheduled from Monday, December 23, 2019 through Wednesday, January 8, 2020 from 9am to 4pm.

If you are interested in submitting a proposal for this project, please complete pages 6 - 8 of this document and email to Ghissou Rosala (grosala@waimanalohealth.org). The Waimanalo Health Center reserves the right to reject any and all proposals and to waive irregularities in the bids and in the bidding. Should you have any questions, please feel free to call the numbers above.

ATTACHMENT A – Existing Floor Plan

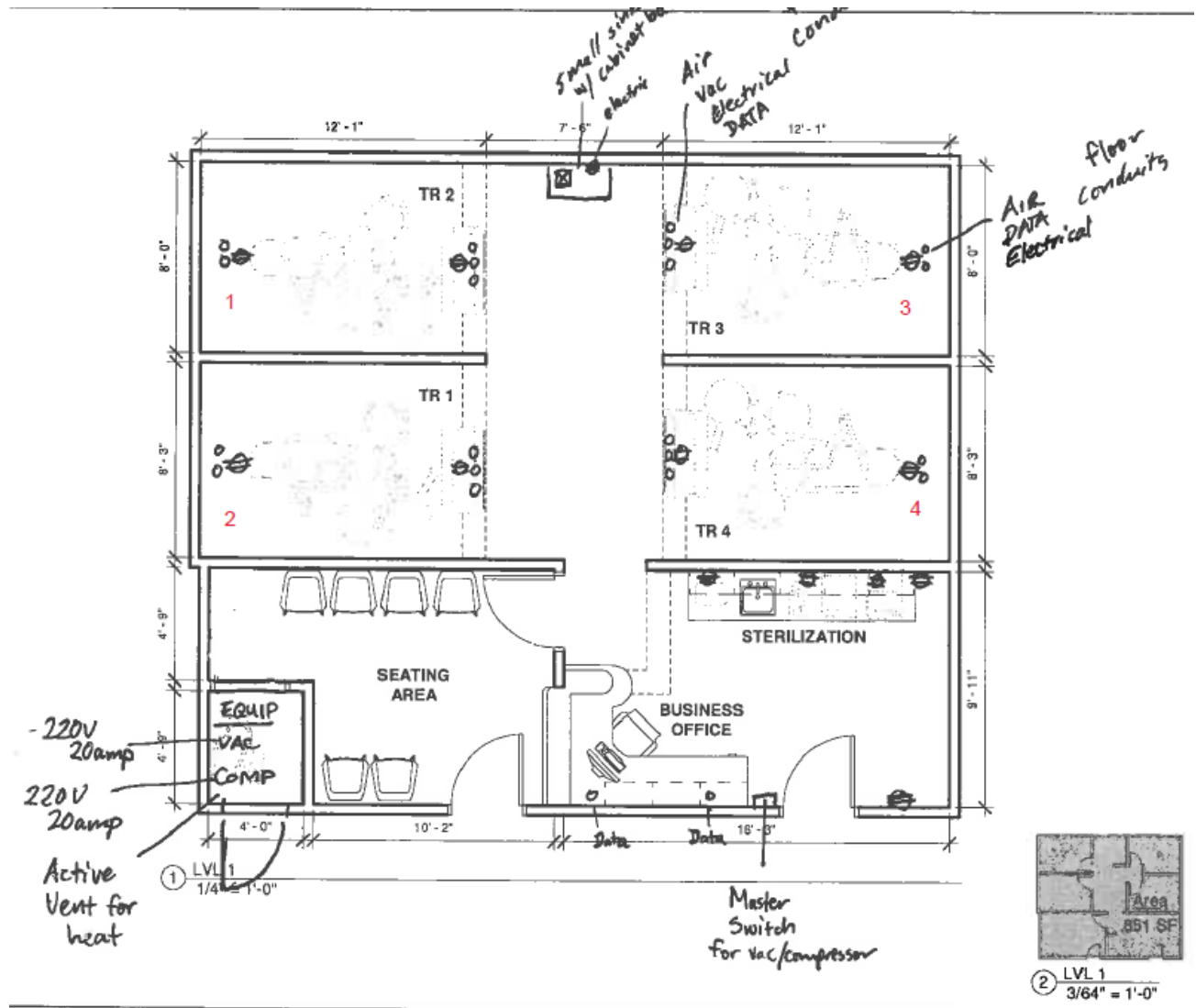
Existing Floor Plan

(Currently unoccupied
pediatric clinic)



ATTACHMENT B – Office Modification

Reconfigured floor plan for Dental Clinic



Name of Company Submitting Proposal: _____

Date of Proposal Submission: _____

Name of Contact Person: _____

Address of Contact/Company: _____

Phone # of Contact: _____

Email of Contact: _____

Selected contractor to submit:

- **Liability Insurance**
- **Business holder license**
- **W-9 form**

Please complete the following table inserting the estimated timeline, contactor/subcontractor who will complete the task and the projected cost.

Description	Timeline	Contractor/Sub-Contractor Name	Cost
Demolition			
Existing walls in exam rooms 1 to 4			
Carpentry			
New dry walls for equipment room			
Closing existing drywalls after partial removal			
One door installation from Hallway to equipment room			
Painting/ Repair			
Close and patch existing holes on all walls prior to being painted/ plaster or pre-coating if necessary			
Paint all walls (using primer & second coat) and base boards in same color as determined by WHC			
Dispose of generated waste, leaving the area clean with no rubbish/ ready to move-in			
Demolition, Carpentry, painting & repair Sub-Total:			\$
Plumbing			
Remove 4 sinks and cap plumbing in existing exam rooms			
Relocate one built-in sink w/cabinetry			
Dispose of all generated waste including sinks and removed pipes and debris			
Electrical			
Installation: 8 floor mounted outlets and 4 dedicated outlets for equipment room and in sterilization area			
Master switch for compressor at staff entrance door			
Exhaust fan installation in comp room			
Rewiring to relocate existing light switches			
Plumbing & Electrical Sub-Total:			\$
REMOVE all waste, rubbish and packaging			
All Sub-Totals:			\$
Tax:			\$
TOTAL:			\$

The _____ maintains liability insurance. (Please see page 5 for submittal)
(Company/Contractor)

I certify that the information provided is current and correct based on the Descriptive information provided by Waimanalo Health Center.

Signature of Contractor

Date

Printed Name of Contractor