

THE JUDICIARY – STATE OF HAWAI'I NOTICE TO PROVIDERS OF DESIGN AND PROFESSIONAL SERVICES AND RELATED CONSULTANT SERVICES

**Request for Qualifications (RFQ) No. J22243**

The Judiciary State of Hawai'i anticipates the need for professional consultant services, to assess and make recommendations for upgrades to the King Kamehameha V Judiciary History Center's (JHC) museum. The scope of work in this RFQ is to perform an architectural assessment of JHC, located within the national historic site Ali'iōlani Hale, to inform the requisite next steps of the museum renovation and redesign project. Involvement with this planning phase of the project will likely lead to work on future construction/fabrication stages.

The scope of work for this stage will include performing an existing conditions assessment through visual non-invasive/intrusive observations of readily accessible components and discussion with Judiciary personnel on the following systems:

MEP (Mechanical, electrical and plumbing)

Building air conditioning and ventilation system

Plumbing system (domestic water distribution, sanitary waste and vent)

Electrical power distribution

Lighting and controls

Fire alarm

Security, telecom, and A/V systems

HAZMAT

Lead paint and asbestos abatement

The contracted firm will be expected to prepare findings and opinion of recommendations for upgrades in narrative form with supporting sketches and photos; and preparation of a design opinion of probable construction cost for recommendations presented. At the conclusion of this project, the contracted firm will present this material to JHC and their museum design consultants, who will consider and incorporate these recommendations into their exhibit design plans.

Subsequent work is anticipated to include design and documentation of future museum improvements as well as bidding and construction administration.

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Those persons or firms that are interested in and capable of providing these services are invited to submit a letter of interest, together with a statement of qualifications which includes the following information and materials, by or before 12:00 PM, H.S.T. on **Monday, February 28, 2022**. Submittals for this RFQ are to be directed by email only to

the following person with "RFQ J22243 - Statement of Qualifications" in the subject line to:

Kelly Kimura  
[kelly.y.kimura@courts.hawaii.gov](mailto:kelly.y.kimura@courts.hawaii.gov)

Person or firm bears responsibility for transmission. Person or firms who submit a letter of interest by electronic means, bear the whole and exclusive responsibility for assuring that the documents are received by the purchasing agency and for ensuring the complete, correctly formatted, legible, and timely transmission of their documents.

The statement of qualifications shall include:

1. Background description of firm, along with statements of qualifications and experiences, based on services that have been performed for both public and private organizations within the past five (5) years in the State of Hawai'i. List and describe:
  - a. A minimum of three (3) projects completed by your firm that best represents your capacity to work with **sites on the National Register of Historic Places**.
  - b. A minimum of three (3) projects completed by your firm that best represents your capacity to work with **governmental buildings and/or public buildings (sites frequented by large volumes of daily visitors)**.
  - c. A minimum of three (3) projects completed by your firm that best represents your experience working with exhibit design firms to **renovate or design spaces in preparation for museum exhibitions**.
2. Individual resumes for principals/owners and key staff members, indicating all qualifications and experiences that would be germane to the Scope of Work. Additionally, address and describe the following:
  - a. Proposed key subcontractors/subconsultants to perform tasks related to the architectural assessment, and future phases of the museum renovation project.
  - b. Your team's approach to the services listed in the Scope of Work. For instance, management and communication style, and ability to work with external, off-island exhibit design consultants.
  - c. Your firm's availability to do the project concurrent with existing and projected workloads.
3. Five (5) or more client references whom the Judiciary may freely contact;
4. Company or firm brochures and similar promotional materials (optional);
5. Any other information or materials that the submitting party believes would be useful and relevant in being considered to provide the types of services set forth above.

6. Must have current compliance documents per HRS, 103D-310, which must be submitted prior to contract execution. Alternately it is encouraged to utilize the Hawaii Compliance Express certificate to satisfy this provision <https://vendors.ehawaii.gov/hce/splash/welcome.html>; and
7. Must have current professional liability insurance (errors and omissions) of \$1,000,000.00 per claim and \$2,000,000.00 annual aggregate at the time of contract execution

/s/ Terri Gearon  
Terri Gearon  
Financial Services Director