

The Department of Agriculture anticipates the need for the following professional services for the State fiscal year 2014 (July 1, 2013 - June 30, 2014), including, but not limited to:

1. Architecture
2. Civil Engineering
3. Environmental Engineering
4. Structural Engineering
5. Mechanical Engineering
6. Electrical Engineering
7. Agricultural Engineering
8. Hydrology
9. Land Surveying
10. Real Property Appraisal
11. Computer Science

Individuals and firms interested in being considered for selection are invited to submit a **DPW Form 120** or a **Federal Standard Form 330** and a letter of interest together with the following information:

1. Name of firm or individual, principal place of business, and location of all its offices;
2. Age of the firm and its average number of employees over the past years;
3. Education, training, and qualification of key members of the firm;
4. Names and phone numbers of up to 5 clients who may be contacted, including two for whom services were rendered during the preceding year; and
5. Any promotional or descriptive literature which the individual or firm desires to submit.

A list of projects or services provided to the Department and experience with agricultural type projects will be helpful for the Department to determine qualification of the applicant. If you wish to be considered for multiple categories, submit only one letter of interest specifying all categories you are interested in. The DPW Form 120 is available at:

[www.hawaii.gov/forms/department-of-accounting-and-general-services/cip-dpw-120/view?searchterm=cip+](http://www.hawaii.gov/forms/department-of-accounting-and-general-services/cip-dpw-120/view?searchterm=cip+)

**All submittals should be received no later than 12:00 noon, June 21, 2013, c/o Agricultural Resource Management Division, 1428 South King Street, Honolulu, HI 96814-2512.** Submittals received after the deadline of June 21, 2013 will be considered "late." Qualified "late" applicants will be considered for projects for the balance of the fiscal year by the following schedule:

<u>Date Received:</u>	<u>Applicant Considered Starting:</u>
June 22, 2013 to December 14, 2013	January 1, 2014

**Campaign Contributions By State and County Contractors Prohibited:** If awarded a contract in response to this solicitation, offeror agrees to comply with HRS 11-355, which states that campaign contributions are prohibited from a State and county government contractor during the term of the contract if the contractor is paid with funds appropriated by the legislative body between the execution of the contract through the completion of the project.

PNS: May 24, 2013