



DEPARTMENT OF WATER SUPPLY • COUNTY OF HAWAII

345 KEKŪANAŌ'A STREET, SUITE 20 • HILO, HAWAII 96720

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August 14, 2022

**NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES -SUPPLEMENTAL**

This notice serves as a supplement to The Department of Water Supply of the County of Hawaii's Notice to Providers of Professional Services dated June 1, 2022. The Department of Water Supply of the County of Hawaii anticipates the need for professional services in several categories of work during the fiscal year 2022-2023. A complete listing of these categories can be found on the original solicitation, which is posted on our website, [www.hawaiiidws.org](http://www.hawaiiidws.org), under News & Projects → Procurement → Procurement Notices & Requests.

Those persons or firms interested and capable of providing the professional services required shall submit a letter of interest, together with a resume, to the Manager-Chief Engineer, Department of Water Supply, County of Hawaii, **solely by email at [dwsprofessionalservices@hawaiiidws.org](mailto:dwsprofessionalservices@hawaiiidws.org). Please do not send hardcopies.**

**Should your submittal be larger than 20MB, please send your submittal to the Department of Water Supply, Office of the Manager Chief-Engineer, 345 Kekūanaō'a Street, Suite 20, Hilo, HI, 96720 in pdf format using a USB flash drive.**

**Resumes and letters of interest that have already been received by mail do not need to be resent.**

The resume should include a description of the person or firm and statements of the qualifications and related experiences of the principals and staff members with supporting data as it relates to work performed in the drinking water industry, including, but not limited to, the following information:

1. The name of the firm or person, the principal place of business, and the location of all its offices;
2. The age of the firm and its average number of employees over the past five years;
3. The education, training, and other qualifications of key members of the firm;
4. The names and phone numbers of up to five clients who may be contacted, including at least two for whom services were rendered during the preceding year; and
5. Any promotional or descriptive literature which the firm desired to submit.

The letter of interest and resume shall be submitted and received by the Office of the Manager-Chief Engineer. **Responses will be continuously accepted through June 30, 2023.** The letter of interest should list the disciplines from the original solicitation for which interest is being expressed. The responses will be placed on file and considered for selection, as needs arise, in accordance with the State Procurement Code.

Keith K. Okamoto, P.E., Manager-Chief Engineer  
Department of Water Supply, County of Hawaii

*The Department of Water Supply is an equal opportunity provider and employer.*

Posted on the DWS website at: <http://www.hawaiiidws.org>

Posted on the State Procurement Website at: <http://spo3.hawaii.gov/notices/notices>

Posted on the County of Hawaii website at: <http://co.hawaii.hi.us>

***...Water, Our Most Precious Resource...Ka Wai A Kāne...***

The Department of Water Supply is an Equal Opportunity provider and employer.