NOTICE FOR PROFESSIONAL SERVICES

In accordance with Section 103D-304, Hawaii Revised Statutes, the City and County of Honolulu, Department of Enterprise Services is seeking a qualified consultant to provide services regarding the transition of the Honolulu Zoo from a solely public management to a Public Private Partnership (PPP).

Background: The City and County of Honolulu is pursuing the creation of a Public Private Partnership (PPP) to assume the management responsibilities for the Honolulu Zoo. In the process of developing the plan for the PPP, certain issues have been raised for which the advice of a consultant familiar with the transition from solely public management of a Zoo to a PPP will provide much needed clarity and direction.

Scope of Work: The consultant selected will work with the C & C of Honolulu for a period not to exceed six months producing the following deliverables:

A Financial Plan detailing current sources and uses of funds, how CIP funds should be used, and the effect a PPP might have on the bottom line over the planning period.

A Human Resources Plan defining the transition of employees and managers – obstacles we may face and how they may be overcome.

Direct consultation – responding to questions and issues as posed by the C & C of Honolulu.

A Transition Plan for implementing the PPP with timetables, budgets and responsibilities defined.

Any organization that is interested in being considered in providing these services should submit a letter of interest together with one original and three copies of a Statement of Qualifications which shall include, but not limited to:

1. The name of the firm or person, the principal place of business, and location of all of its offices;

2. The age of the firm and its average number of employees over the past years;

3. The education, training and 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;

5. Any promotional or descriptive literature which the firm desires to submit.

Consultants will be evaluated on the following criteria in descending order of importance:

1. Experience and Professional Qualifications relevant to the project type;

2. Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other response to notices of deficiencies;

3. Capacity to accomplish work in the required time;

4. Any additional criteria determined in writing by the selection committee to be relevant to the purchasing agency's needs or necessary and appropriate to ensure full, open, and fair competition for professional services contracts.

Statements of Qualifications from interested firms shall be submitted by January 27, 2006; no later than 4:30 p.m., Hawaii Standard Time, to:

Mr. Sidney A. Quintal, Director
Department of Enterprise Services
City and County of Honolulu
777 Ward Avenue
Honolulu, Hawaii 96814

Attention: Ms. Cathy Maki

Any inquiries regarding the professional services required should be directed to Cathy Maki, Administrative Services Officer, at (808) 527-5419.

MARY PATRICIA WATERHOUSE
Director of Budget and Fiscal Services
By order of MUFI HANNEMANN, MAYOR
City and County of Honolulu