

FY2027 SERVICE CATEGORY CHECKLIST
CITY AND COUNTY OF HONOLULU

COMPANY NAME: _____ DATE: _____

COMPLETED BY: _____ TITLE: _____

Check the box next to categories that you are interested in being considered for		THIS SPACE FOR CITY USE
Categories without State of Hawaii Professional License Requirements		
☐	1 ARCHAEOLOGY, GS-0193 - review and preparation of investigations, mitigation plans, monitoring, cultural resource management, historic preservation, archaeological resource protection, consultation with government agencies, community partners, and stakeholders, etc.	
☐	2 AUDIT SERVICES ¹ , GS-0511 - certification of data reported in National Transit Database regarding fixed route, demand response, demand taxi services, DTS sub-recipient services utilizing Federal Transit Administration funds, rail services, vanpool, and triennial review support services.	
	3 COMMUNITY PLANNING, GS-0020	
☐	A. Physical Planning - community plans, master plans, site assessment and selection, feasibility studies and analysis, urban design plans and historic preservation.	
☐	B. Land Use Regulations and Code Development	
☐	C. Environmental Planning - environmental documents, such as environmental assessments, impact statements, and permits.	
☐	D. Housing - studies and analysis in support of the City's Affordable Housing Strategy, Housing First, and other Affordable Housing programs (Ordinance 18-10 and related Administrative Rules); compliance monitoring services.	
☐	E. Solid Waste Planning - solid waste program or facility master planning, including landfill, waste-to-energy and recycling systems; waste composition studies and analyses, solid waste feasibility studies, collection and disposal operations efficiency studies and analysis.	
☐	F. Emergency Management Planning - emergency management planning on a City-wide basis and for City facilities and services, emergency preparedness surveys, readiness and response planning.	
☐	G. Climate Change, Sustainability, and Resiliency Planning - climate change mitigation planning, climate change impact and vulnerability analysis, climate change adaptation planning, hazard impact analysis and mitigation planning, and long-term disaster recovery planning.	
☐	H. Conservation Management Planning - review and preparation of management plans for sensitive ecosystems; invasive species; endangered/threatened species and habitats; and cultural and archaeological sites, including surveying and monitoring; community consultation; balancing public access and recreation; and infrastructure solutions.	
☐	I. Graphic Design - various graphic design services, including, but not limited to signage, wayfinding and graphic identity.	
☐	J. Transportation Planning ¹ - site assessment and selection, feasibility studies and analyses, federal grant applications, land use and urban design plans, land use permit processing, environmental studies and documents, multimodal studies and surveys, traffic impact studies, congestion mitigation studies, traffic circulation studies, transit-oriented development, complete streets, short-range transportation planning, long-range transportation planning, vision zero programs and assessments, transportation forecasting, and livable and sustainable transportation studies.	
☐	K. Transit Planning ¹ - asset management plans; fleet management plans; grant application development support including cost-benefit analysis; planning for multi-modal transportation facilities; strategic, long- and short-range transit service and operations planning including route planning, vehicle assignments to determine service hours, deadheading and layover times; socio-economic analyses; community outreach to support public transit programs; fare studies; revenue projections; studies to support development of public transit facilities; transit service and operations planning; first and last mile connections and policies; bus/rail integration plans; policy development; coordinated public transit-human services transportation planning; livable and sustainable transportation studies; public transit program and policy development; transit and paratransit software design and development; transit rider surveys; and, transit data collection and analyses.	
☐	L. Parking Operations and Curb Management ¹ - institutional arrangements; restricted parking zones; parking demand analysis by duration, vehicle type, payment method and function; curb utilization analysis; parking studies; Transportation Network Company regulation and management, taxi and freight staging and management; concession agreements; revenue enhancement programs; revenue projections; parking and permit rate analysis including dynamic pricing; parking control development; loading zone analysis; real-time traffic management; transportation demand management; enforcement techniques; account-based revenue systems; and, permit rules and regulations.	
☐	M. Performance Management KPI Support ¹ - support for updating DTS Key Performance Indicators (KPIs) on a monthly/quarterly basis and providing associated reports harmonizing Federal Transit Administration's National Transit Database, Transit Asset Management Plan (TAMP), and Zero Emissions Fleet Transition Plan requirements (for Bus, Rail, and Paratransit modes), Honolulu Complete Streets reporting, and federal Vision Zero and Transportation Improvement Program (TIP) performance reporting.	
☐	4 ECONOMIC ANALYST, GS-0110 - economic and financial analysis, development and review of requests for proposals and submitted proposals.	
	5 ENVIRONMENTAL ENGINEERING, GS-0819	
☐	A. Environmental Engineering ² - air quality studies; water quality, ground water, and biosolids studies, including sampling, testing, monitoring, and modeling; oceanographic studies, including temperature, currents, dilution, etc.; energy audits and conservation; environmental regulation compliance, enforcement and certification (e.g. regulatory approval for effluent reuse water treatment facility and system, pre-treatment, industrial discharge enforcement); environmental permitting (e.g. NPDES, underground storage tank, covered and non-covered source air, industrial pre-treatment, wastewater management permits, Section 401 Water Quality Certifications, U.S. ACOE Section 404 permits); preparation of NPDES manuals, guidelines and plans; total maximum daily load allocation studies; etc.	
☐	B. Environmental Investigations - phase 1 and 2 site assessments and other environmental investigations.	
☐	C. Hazardous Materials Investigation, Testing and Abatement; Facility Closure and Clean-Up - dust, mold, heavy metals, asbestos, contaminated soil mitigation, etc. (Note: Hawaii Department of Health certifications for asbestos activities are preferred and may be required for specific projects.)	
	6 GENERAL ENGINEERING, GS-0801	
☐	A. Project Management ¹ - project oversight, coordination, grant applications, contracting, administrative processing, project cost estimating and budgeting, project scheduling, project tracking, environmental approvals, public meetings, services during bidding and construction, coordination with other agencies and departments as necessary.	
☐	B. Program Management - develop long-range plans and manage comprehensive capital improvement programs for large infrastructure systems (including wastewater collection and treatment facilities, storm water facilities, and transportation system programs); program budgeting, scheduling, and tracking; process development; utility management planning; resource recovery business planning; etc.	
Categories with State of Hawaii License Requirements, HRS Chapter 464 or 466K (license type and class indicated)		
	7 ARCHITECTURE, GS-0808	
☐	A. Planning and Design ² (AR) - master plans; buildings; offices; interior architecture, including space planning and modular furniture design; fire & police stations; recreational facilities, including passive & active parks, golf courses, comfort stations, community centers, & lifeguard towers; zoo facilities; corporation yards; operations centers; maintenance facilities; laboratory facilities; group homes & shelters; cultural facilities; performing arts facilities; historic preservation; Americans with Disabilities Act (ADA) improvements; Leadership in Energy and Environmental Design (LEED) certified buildings; etc.	
☐	B. ADA Compliance (AR) - compliance with the regulatory requirements of the ADA, site and building surveys and assessments, technical assistance, etc.	
☐	C. Construction Management Architecture ^{3,4,5} (AR) - buildings; offices; interior architecture, including space planning and modular furniture design; fire & police stations; recreational facilities, including passive & active parks, golf courses, comfort stations, community centers, & lifeguard towers; zoo facilities; corporation yards; operations centers; maintenance facilities; laboratory facilities; group homes & shelters; cultural facilities; performing arts facilities; historic preservation; ADA improvements; LEED certified buildings; etc.	
	8 CIVIL ENGINEERING, GS-0810	
☐	A. General Civil ² (PE-Civil) - site improvements; parking; fuel stations; vehicle washing facilities; ADA compliance, including site surveys, assessments, and technical assistance; etc.	
☐	B. Coastal Engineering ² (PE-Civil) - sediment transport, shoreline protection, beach erosion studies, etc.	
☐	C. Hydraulics ² (PE-Civil) - drainage improvements, sewer lines, pipe assessment and rehabilitation, flood control, outfall improvements etc.	
☐	D. Storm Water Quality Improvements ^{2,5,6} (PE-Civil) - best management practices (BMPs); erosion protection measures; low impact development BMPs; training for storm water quality programs; inspections for storm water quality programs; storm water pollution prevention plan preparation; spill prevention, control, and countermeasures preparation; geographic information system design, implementation, and data collection; storm water asset management, planning, and implementation using currently available software and technology; vehicle wash facilities, including wash facilities for refuse trucks; watershed planning.	
☐	E. Parking Facility Design ^{1,2} (PE-Civil) - surface parking lots, parking meter, pay station and control device installation; multiple level parking structures, ramp connections, parking control system infrastructure, lighting, electric vehicle charging systems, video monitoring, and emergency blue light installation.	
☐	F. Transportation Design ^{1,2} (PE-Civil) - intersection improvements, bikeways and bike paths, bridges, traffic control measures, automated driving system design, pedestrian safety improvements, transit-only lanes, physical security for transit facilities (including access control, security lighting, security cameras, and security gates and fencing); LEED certified structures; general site improvements (parking, fuel stations, building roof improvements, etc.); sidewalk improvements; bus pads; flood studies; flood certifications; parking lot pavement improvements; pavement markings; signage; traffic control plans; drainage studies and reports; utility infrastructure design (i.e. water, sewer, drainage); curb and gutter design; and solar light systems.	
☐	G. Transit Facility Design ^{1,2} (PE-Civil) - design plans for transit vehicle maintenance and transit center facilities; physical security for transit facilities (including access control, security lighting, security cameras, and security gates and fencing); LEED certified structures; bus stop site improvements; curb ramps; general site improvements (parking, fuel stations, vehicle washing facilities, building roof improvements, etc.); sidewalk improvements; automated transit system planning and design; and memorandums of agreement.	
☐	H. Traffic Signal Design ^{1,2} (PE-Civil) - experience in traffic signal design and familiarity with Federal Highway Administration (FHWA) requirements, current Manual on Uniform Traffic Control Devices (MUTCD), ADA Guidelines requirements; field electrical power; grounding systems; cable messengers; joint pole requirements; interconnect overhead and underground lines; traffic signal cabinets; traffic signal interconnect communication systems; electrical conduit installation; curb ramp design; FHWA National Environmental Policy Act (NEPA) documented categorical exclusions; FHWA Environmental Engineering requirements; traffic management plans; traffic control; and automated driving system design.	
☐	I. Traffic Camera Design ^{1,2} (PE-Civil) - experience in traffic camera design and familiarity with FHWA requirements, fiber optic design, video transmission over fiber optic and copper, IP video (MPeG2, MPeG4, H.264); field electrical power; grounding systems; cable messengers; joint pole requirements; fiber optic transmission overhead and underground lines; ethernet switches and hub stations; equipment cabinets; traffic signal interconnect communication systems; analog to digital conversion; electrical conduit installation; FHWA NEPA documented categorical exclusions; traffic management plans; and traffic control.	
☐	J. Roadway ² (PE-Civil) - new roads, road widening, roadway condition assessments, etc.	
☐	K. Street Rehabilitation and Reconstruction ² (PE-Civil)	
☐	L. Sidewalk Improvements ² (PE-Civil)	
☐	M. Curb Ramps ² (PE-Civil) - compliance with regulatory requirements of the ADA, site survey and assessments, technical assistance, etc.	
☐	N. Guardrail Improvements ² (PE-Civil)	
☐	O. Construction Management Civil ^{3,4,5} (PE-Civil) - sidewalks, parking lots, curb ramps, play courts, site improvements, drainage improvements, storm water quality improvements including low impact development BMPs, sewer lines, flood control, bikeways, bus bays/pads, roadways, curb ramps, traffic improvements, bridges, retaining walls, highway structure improvements, road improvements, road assessment and rehabilitation, guardrail improvements, bus stop site improvements, cured-in-place pipe lining, micro tunneling, golf courses, zoo facilities, etc. NOTE: Companies selected for pavement preservation projects will be required to confirm employment of at least one engineer and one inspector possessing Slurry Systems certification and Crack Seal certification from the AASHTO Transportation System Preservation Technical Services Program during the duration of the contract.	
☐	P. Earth Slide and Rock Fall Mitigation ² (PE-Civil) - geotechnical engineer with recent experience must be prime consultant or sub-consultant.	
☐	Q. Geotechnical Investigations & Design ² (PE-Civil) - deep and shallow foundations, earth movement, slope stability analysis, slide potential, hazard mitigation, etc.	
☐	R. Construction Services Geotechnical ⁵ (PE-Civil) - deep and shallow foundations, etc.	
☐	S. Wastewater Systems ² (PE-Civil) - collection, treatment, disposal, and reuse facilities, including pump stations and force mains; facility planning; pilot and demonstration studies; pre-treatment studies; condition assessments; process/system modeling, simulation, control, and automation, etc.	
☐	T. Construction Management Wastewater Systems ^{3,4,5} (PE-Civil) - collection, treatment, disposal, and reuse facilities, including pump stations and force mains.	
☐	U. Solid Waste Collection & Disposal ² (PE-Civil) - solid waste facilities master planning and design; sanitary landfill site selection studies, design, monitoring and closure; landfill gas control and energy recovery; biosolids reuse; solid waste energy recovery; solid waste material recovery and recycling; landfill closure testing, monitoring, reporting; etc.	
☐	V. Construction Management Solid Waste Collection & Disposal ^{3,4,5} (PE-Civil) - solid waste collection, reuse, recycling, and disposal facilities and systems, including biosolids reuse; landfill development, expansion, closure, etc.	
☐	W. Wastewater Tunnels ² (PE Civil) - large diameter conveyance tunnels installed by trenchless construction methods, including geotechnical and risk analysis, flow modeling, odor control, corrosion protection, etc.	
☐	X. Deep Wastewater Pumping Stations ² (PE Civil) - complete systems, including Influent structures; power systems; 3D and physical modeling; odor control, corrosion protection, etc.	
	9 ELECTRICAL ENGINEERING, GS-0850	
☐	A. Planning & Design ² (PE-Electrical) - street lighting, park indoor and outdoor lighting, facilities power/lighting, traffic signal technology, fire alarm systems, back-up power systems, power system studies (for arc flash, including arc-flash warning labels), pump station and wastewater plant controls and automation, supervisory control and data acquisition (SCADA) systems, security cameras and access control systems, renewable energy projects, etc.	
☐	B. Traffic Signal Design ^{1,2} (PE-Electrical) - experience in traffic signal design and familiarity with FHWA requirements, current MUTCD and ADAG requirements; field electrical power; grounding systems; cable messengers; joint pole requirements; interconnect overhead and underground lines; traffic signal cabinets; traffic signal interconnect communication systems; electrical conduit installation; curb ramp design; FHWA NEPA documented categorical exclusions; FHWA Environmental Engineering requirements; traffic management plans; traffic control; and automated driving system design.	
☐	C. Traffic Camera Design ^{1,2} (PE-Electrical) - experience in traffic camera design and familiarity with FHWA requirements, fiber optic design, video transmission over fiber optic and copper, IP video (MPeG2, MPeG4, H.264); field electrical power; grounding systems; cable messengers; joint pole requirements; fiber optic transmission overhead and underground lines; ethernet switches and hub stations; equipment cabinets; traffic signal interconnect communication systems; analog to digital conversion; electrical conduit installation; FHWA NEPA documented categorical exclusions; traffic management plans; and traffic control.	
☐	D. Construction Management Electrical ^{3,4,5} (PE-Electrical) - street lighting, park indoor and outdoor lighting, facilities power/lighting, traffic signal technology, traffic camera systems, fire alarm systems, back-up power systems, wastewater plant controls and automation, SCADA systems, security cameras and access control systems, renewable energy projects, etc.	
☐	E. Energy Services (PE-Electrical) - energy audits and studies, performance contracting, workshops, commissioning and retro-commissioning, etc.	
☐	F. LEED Commissioning Electrical (PE-Electrical, LEED Accreditation)	
	10 LAND SURVEYING, GS-1373 (LS) - topographic, boundary, and parcel maps, shoreline certifications; three-dimensional scanning of structures, etc.	
☐	11 LANDSCAPE ARCHITECTURE ² , GS-0807 (LA) - master plans, landscape plans (including hardscape), irrigation, etc.	
	12 MECHANICAL ENGINEERING, GS-0830	
☐	A. Planning & Design ² (PE-Mechanical) - air conditioning, elevators, pumps, facilities systems, plumbing, fire protection, fuel storage tanks, etc.	
☐	B. Construction Management Mechanical ^{3,4,5} (PE-Mechanical) - air conditioning, elevators, pumps, facilities systems, plumbing, fire protection, fuel storage tanks, etc.	
☐	C. Energy Services (PE-Mechanical) - energy audits and studies, performance contracting, workshops, commissioning and retro-commissioning, etc.	
☐	D. LEED Commissioning Mechanical (PE-Mechanical, LEED Accreditation)	
	13 REAL PROPERTY APPRAISAL	
☐	A. Real Property (CGA or CRA) - valuation and/or market analysis for acquisition, condemnation, and/or disposition of all types of real property.	
☐	B. Conservation Easements (MAI) - valuation and/or market analysis for acquisition, condemnation, and/or disposition of conservation easements.	
	14 STRUCTURAL ENGINEERING	
☐	A. Structural Design (PE-Structural) - structures, revetments, foundations/barriers, pole structures, utility structures, recreational facilities, play courts, rigid pavement, piers, local barriers, special inspection, forensics, etc.	
☐	B. Bridge Inspection Engineer (PE-Structural) - bridge inspection (Personnel must meet FHWA team leader and bridge load rater qualifications, including but not limited to certification of training in Safety Inspection of In-Service Bridges by National Highway Institute, as identified in CFR 650 Subpart C, Section 309. A qualified underwater bridge inspection diver may also be required for the inspection team.)	
☐	C. Bridge Engineer (PE-Structural) - bridge rehabilitation, load limit restoration, and seismic upgrade design; scour evaluation, monitoring, and countermeasures.	
¹ A preliminary list of Department of Transportation Services' projects is provided in Appendix C, FY27 DTS Professional Services Project Listing by Service Category. Department of Transportation Services projects may be funded by Federal Highway Administration Funds and City Funds and shall comply with all Federal, State of Hawaii Department of Transportation (HDOT), and City requirements. Please refer to Appendix B: FY27 DTS FHWA-Funded Consultant Project List for additional information.		
² For projects that involve soil disturbance, priority may be given to persons with Certified Professional in Erosion and Sediment Control/ITM qualification from EnviroCert International or a City-approved equivalent certification.		
³ Certified Construction Manager (CCM) certification from the Construction Manager Certification Institute will be given priority for qualification in any construction management category, but not mandatory starting from FY26.		
⁴ All Construction Management personnel assigned to work on DDC projects must provide a current certificate of completion for the "Inspector or Construction Management" training module of the City's NPDES MS4 Annual Training program. Register at http://training.cleanwaterhonolulutraining.com/ to access the training module. The certificates are valid for one year and the training must be repeated annually.		
⁵ For projects that involve soil disturbance, priority may be given to persons with Certified Inspector of Sediment and Erosion Control (CISEC) qualification from CISEC, Inc. or a City-approved equivalent certification.		
⁶ Additional qualifications that might be considered for selection in the Civil Engineering – Storm Water Quality Improvements service category include documented experience with (1) Microsoft Sharepoint and Microsoft PowerBusiness Intelligence, (2) geographic information systems, and (3) asset management software (Cityworks or equivalent).		
THIS SECTION FOR CITY USE TO PROVIDE CONFIRMATION BACK TO YOU		
_____ You have been included on all category lists that you expressed an interest in.		
_____ You were NOT included on the category list(s) checked on the right side of this sheet for the following reason(s) indicated.		
_____ 1--Submittal did not reflect possession of the appropriate Hawaii professional license/registration.		
_____ 2--Submittal did not conform to the stipulated requirements.		
_____ 3--Other _____		
Please address any questions regarding this checklist to Sandra Kunioka at (808)768-8436, skunioka@honolulu.gov or Yanling Li at (808)768-8441, yanling.li@honolulu.gov .		