

**OFFER FORM 1A**

**DEVELOPER'S APPLICATION AND QUALIFICATION FORM**

Section 1: General Information

\_\_\_\_\_  
Responsible Managerial Employee (RME)  
/Title

\_\_\_\_\_  
RME's E-mail Address

\_\_\_\_\_  
RME's Address

\_\_\_\_\_  
RME's Telephone No.

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
RME's Facsimile No.

**List of Corporate Officers and Directors or Individual Partners, Joint Ventures or Owners**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

NOTE: Please attach separate page if more space is needed. Should any information change during the proposal evaluation, selection, and award process, it is the responsibility of the applicant to update DHHL in writing of such changes.

**Corporate Shareholders Holding 25% or More of the Outstanding Shares:**

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Telephone No.: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Telephone No.: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Telephone No.: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Telephone No.: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

**Section 2: Project Development Team**

	Company/ Address	Contact Person/ Telephone No.
Developer		
Architect		
Civil Engineer		
Contractor ( <u>if different from above</u> )		
Financing		
Rental Agent/Manager		
Legal		
Other (specify – attach additional sheets if necessary)		

### Section 3: Financial Information

**Note: Financial information submitted to DHHL shall be kept confidential and shall not be considered as a public record as defined in Chapter 92, Hawaii Revised Statutes. Financial information shall not be released without the express written consent of the applicant.**

1. Proposals shall include the following:
  - (a) If applicable, a certified copy of the Articles of Incorporation.
  - (b) If applicable, a certified copy of the By-Laws.
  - (c) If applicable, a certified copy of the Corporation Resolution which authorizes the applicant and borrowing or guaranty, if applicable.
  - (d) If applicable, a certified copy of the Partnership Certificate.
  - (e) If applicable, a certified copy of the Joint Venture Agreement.
  - (f) If applicable, a description of any financial default, modification of terms and conditions of financing to avoid default, or legal actions taken or pending against the applicant and borrowing and guaranteeing entities and their principals.
  - (g) One of the following:
    - 1) The two most recent audited annual financial statements;
    - 2) A statement of financial net worth; or
    - 3) A statement of bonding capacity.
  - (h) Certification that the Offeror is not in default or has failed to perform under any contract, agreement, development or design-build agreement, or lease with the State of Hawaii, and does not have any outstanding judgments.

#### Section 4: Resume of Offeror's Experience in Multi-family Residential Rental Development and Management

The applicant must meet the following criteria:

A principal member of the Offeror's company must have at least five (5) years of real estate development and management experience; and a member of the Offeror's company who is responsible for day to day operations must have been materially involved in the development and management of at least three (3) separate projects with at least one project consisting of twenty (20) or more units.

Please attach a description of the Offeror's company experience which supports the foregoing requirement and which includes the following information:

- A. A list of housing projects developed;
- B. The role of the applicant in developing the listed housing projects;
- C. A brief description of the housing projects;
- D. If applicable, a description of all housing projects or facilities owned and operated by the applicant;
- E. If applicable, a statement of the applicant's past or current involvement with the Department of Hawaiian Home Lands (DHHL), Hawaii Housing Finance and Development Corporation (HHFDC), and/or the Hawaii Public Housing Authority (HPHA). Include a description of any assistance received from DHHL, HHFDC, and/or HPHA.

Please attach a list of the names, telephone numbers and email address of up to five references who may be contacted.