

**OFFER FORM QF-1**  
RFQ-24-HHL-006

KAMALANI INCREMENTS 2 & 3 PROJECT, KIHEI, MAUI

Honorable Kali Watson, Chairman  
Hawaiian Homes Commission  
Department of Hawaiian Home Lands  
P.O. Box 1879  
Honolulu, HI 96805

Dear Chairman Watson:

The undersigned has carefully read and understands the terms and conditions specified in the Request for Qualifications, the General Conditions, and DHHL Construction General Conditions by reference made a part hereof; and hereby submits the following qualifications to perform the work specified herein, all in accordance with the true intent and meaning thereof. The undersigned further understands and agrees that by submitting this offer, he/she is declaring his/her submittal is not in violation of Section 84-15, Hawaii Revised Statutes, concerning prohibited State contracts.

Offeror is:

- Sole Proprietor    Partnership    \*Corporation    Joint Venture  
 Other \_\_\_\_\_

\*State of incorporation: \_\_\_\_\_

Hawaii General Excise Tax License I.D. No. \_\_\_\_\_

Federal I.D. No. \_\_\_\_\_

Payment address (other than street address below): \_\_\_\_\_

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

Business address (street address): \_\_\_\_\_

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

Respectfully submitted:

Date: \_\_\_\_\_

(x) \_\_\_\_\_  
Authorized (Original) Signature

Telephone No.: \_\_\_\_\_

\_\_\_\_\_  
Name and Title (Please Type or Print)

Fax No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

\*\* \_\_\_\_\_  
**Exact Legal Name of Company (Respondent)**

\*\*If Respondent is a "dba" or a "division" of a corporation, furnish the exact legal name of the corporation under which the awarded contract will be executed:

**PART 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 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: \_\_\_\_\_  
 \_\_\_\_\_

**Project Development Team**

	Company/ Address	Contact Person/ Telephone No.
Developer		
Civil Engineer		
Environmental Consultant		
Geotechnical Engineer		
Traffic Engineer		
Architect		
Financing		
Sales		
Legal		
Other (specify – attach additional sheets if necessary)		

## **Financial Information**

Qualifications 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 names individuals authorized to execute contracts and commit the corporation for 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, and/or legal actions 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 Respondent 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.

**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.**

**PART 2 CERTIFICATION AND ACKNOWLEDGEMENTS**

The undersigned represents and warrants that the information provided is true and complete and that DHHL may consider the information as continuing to be true and correct until a written notice of a change is given to DHHL by the undersigned. The undersigned understands that knowingly making any false statement to DHHL in connection with this application shall constitute perjury and be punishable as such. The undersigned agrees to provide any other information that DHHL deems necessary to determine the qualifications of the applicant.

The undersigned agrees and certifies that the Department shall not be held liable for any information provided by the Department to the developer, whether contained herein or provided separately.

It is further understood and agreed that:

1. The Department Selection Committee reserves the right to reject any or all submissions and waive any defects when, in the Committee's opinion, such rejection or waiver will be for the best interest of the State;
2. The selection of a developer shall be conditioned upon funds being made available for this project and further upon the right of the Department to hold all submissions received for a period of ninety (90) days from the date of the opening thereof, unless otherwise required by law, during which time no submissions may be withdrawn;
3. By submitting these qualifications, the undersigned is declaring that the undersigned's firm has not been assisted or represented on this matter by an individual who has, in a State capacity, been involved in the subject matter of this contract in the past two (2) years.
4. DHHL is relying on the information provided herein to qualify the undersigned as an eligible Developer under the Hawaiian Homes Commission Act, 1920, as amended.

Receipt of the following addenda issued by the Department is acknowledged by the date(s) of receipt indicated below:

Addendum No. 1 _____	Addendum No. 4 _____
Addendum No. 2 _____	Addendum No. 5 _____
Addendum No. 3 _____	Addendum No. 6 _____

Respectfully submitted,

(CORPORATE SEAL)

\_\_\_\_\_  
By \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

## **PART 3 QUALIFICATIONS**

### **Section 1: Resume of Respondent's Experience in Real Estate Development**

Please attach a description of the Respondent's company experience which supports the foregoing requirements, and which includes the following information:

- A. A list of housing projects developed.
- B. The role of the Respondent in developing the listed housing projects.
- C. A brief description of the housing projects and status.
- D. If applicable, a description of all housing projects or facilities owned and operated by the Respondent.
- E. If applicable, a statement of the Respondent's past or current involvement with the 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.

### **Section 2: Respondent's Capacity**

- A. Describe the Respondent and team's organization size, number of employees, and a description of type, location, scheduled completion and dollar value and number of units of any projects in the pipeline.
- B. Describe the Respondent's financial capacity (as developer and provider of guarantees) and how it intends to honor all guarantees should the need arise.
- C. Provide an organization chart demonstrating the team's capacity to meet the requirements of the RFQ.

### **Section 3: Project Approach**

- A. Describe approaches or solutions the Respondent will undertake to assist DHHL with implementation of the effort to reduce the application waitlist.
- B. Describe approaches or solutions the Respondent will undertake to leverage existing sources of funds to lower the cost of infrastructure to the department and/or cost of housing units to beneficiaries.
- C. Describe approaches or solutions the Respondent will undertake to provide a mixture of development models (turnkey, rent-with-option-to-purchase, owner-builder, etc.) addressing the various economic statuses of beneficiary families.
- D. Describe approaches or solutions the Respondent will undertake regarding "Green Building".

**Section 4: Previous Project Information**

Cost data from **two** prior completed projects similar to that documented in the RFQ in the following format:

**A. Development Summary**

1. Project name: \_\_\_\_\_

Location: \_\_\_\_\_

2. The housing units by type.

	No. of Units	% of Total Units
Turn-key		
Self-help		
Vacant Lots		
Multi-family		
Other (specify)		
<b>Total Units</b>		100%

**B. Unit Sizes**

Model	Bed-rooms	Bath-rooms	No. of Stories	Area (square feet)			Total
				Net Living	Carport	Patio/Lanai	
A	3						
B	3						
C							
D							
E	4						

**TO BE DETERMINED MUTUALLY**

**C. Cost Breakdown for Basic Models Without Options**

Model	Materials	Labor	“Soft Costs”	Profit	Price	Price/ sq. ft.
A	\$	\$	\$	\$	\$	\$
B	\$	\$	\$	\$	\$	\$
C	\$	\$	\$	\$	\$	\$
D	\$	\$	\$	\$	\$	\$
E	\$	\$	\$	\$	\$	\$

#### D. Outline Specifications

Provide outline specifications for the residential units, including information on the following items:

1. Foundation (including termite treatment)
2. Framing (including termite treatment)
3. Roofing
4. Partitions
5. Interior Wall Finishes
6. Exterior Wall Material & Finishes
7. Ceiling Finishes
8. Carpeting & Floors
9. Doors & Windows
10. Cabinetry
11. Fixtures & Appliances (range, minimum)
12. Garage/Carport
13. Special Features (if any)

#### **Section 5: Fees**

Describe the Respondent's amounts and reasoning for the following development cost areas:

- A. Respondent's expected amount and method of compensation for predevelopment activities.
- B. Respondent's proposed development fee, stated as a percentage of total development costs.

These terms are intended to be the basis for starting business terms negotiations.