

House District 26
Senate District 13

**THE TWENTY-EIGHTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Recipient" means any organization or person receiving a grant.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN): _____

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Young Women's Christian Association of Oahu

Dbas: Not applicable.

Street Address: 1040 Richards Street Honolulu, HI 96813

Mailing Address: 1040 Richards Street Honolulu, HI 96813

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name Noriko Namiki

Title Chief Executive Officer

Phone # (808) 695-2613 (office) / (808) 295-8204 (cell)

Fax # (808) 695-2654

E-mail nnamiki@ywcaoahu.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

THE YWCA OF OAHU SEEKS A GRANT-IN-AID TO RENOVATE ARCHITECTURAL ELEMENTS OF ITS FLAGSHIP HEADQUARTERS, LANIĀKEA, IN ORDER TO ADDRESS SAFETY ISSUES AND RESTORE THE HISTORIC SPLENDOR OF THIS BUILDING.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$ 525,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ 0
FEDERAL \$ 0
COUNTY \$ 0
PRIVATE/OTHER \$ 0

NORIKO NAMIKI, CHIEF EXECUTIVE OFFICER
NAME & TITLE

JANUARY 22, 2016
DATE SIGNED



RECEIVED

1/22/16 *WJG*

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

A. I. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;

The Young Women's Christian Association of O'ahu (YWCA) has a mission "to empower women, eliminate racism and to promote peace, justice, freedom and dignity for all people." The YWCA supports women in building the assets they will need to be self-sufficient. These assets may include education and knowledge, a well-paying job, a safe place to live, financial stability, and relationships of reciprocating support.

The proposed project will restore elements of the flagship headquarters, the YWCA Laniākea, in downtown Honolulu. This facility is home to several programs that improve self-sufficiency and prevent homelessness. Dress for Success Honolulu and the Patsy T. Mink Center for Business and Leadership are located at Laniākea. The facility also supports the greater community with meeting rooms and event space, health and wellness facilities, a restaurant, and a beautiful outdoor courtyard.

Originally built in 1927, Laniākea is listed on both the National and State of Hawaii Registers of Historic Places. The name "Laniākea" translates as "open skies" or "wide horizons," which is appropriate as our goal is to open up new horizons for the women we serve.

2. The goals and objectives related to the request;

The project goal is to renovate architectural elements of Laniākea in order to address safety issues and restore the historic splendor of this building. Laniākea was "designed to serve the women of the community from every standpoint," as reported by the Honolulu Advertiser in 1927. As a gathering place for women, this place continues to be integral to our work.

The project objectives are as follows:

- a) Restore the roof balustrade above restaurant
- b) Restore four iron balconies overlooking the courtyard
- c) Restore iron balcony over the main entrance
- d) Restore exterior steel exit stairs from the second floor over restaurant to alley

3. The public purpose and need to be served;

The public purpose is to ensure that the YWCA Laniākea continues as a place of learning and leadership for women. Within the bustling downtown area, Laniākea is a place of respite, where a woman can come to find a friendly face as well as practical resources and assistance. Women come here to develop the social, life and financial skills they need to build independent lives and avoid homelessness.

Further, the YWCA provides women with hands-on work experience and opportunities to develop marketable skills at Laniākea. Women are invited to provide community service in various areas of our work, such as supporting the front desk and member services, helping with events, and working at the Dress for Success boutique. Through these experiences, women develop interpersonal skills, learn phone etiquette, learn about merchandising and retail sales, build computer skills, and benefit from being part of a vibrant community.

Current programs and services of the YWCA are:

- The **Patsy T. Mink Center for Business and Leadership**, providing business services to women entrepreneurs, both nascent and established, many of whom are socially and economically disadvantaged.
- **Dress for Success Honolulu**, providing gently used career attire to low-income women. Since 2002, more than 5,000 women have been “suited” for job interviews at our Dress for Success.
- **Dress for Success Career Center**, which helps low-income women find and keep good jobs and move up in the workforce. The Center has a fully-equipped computer lab where women can work on their job search, create resumes and attend online trainings.
- **Re-Entry and Transitional Housing** for female ex-offenders at the YWCA Fernhurst. Residents develop life skills, make friends and build a social network, learn to manage their money, and learn to grow and prepare their own food as part of healthy lifestyles. Since 1952, Fernhurst has been a valuable resource, helping women avoid homelessness and secure permanent housing.
- **Health and Wellness Programs** serving over 2,000 people each year. From swim lessons for toddlers to weight training for seniors, the YWCA encourages every individual to achieve their personal potential, regardless of age, experience or physical ability.

4. Describe the target population to be served; and

The primary target population for YWCA programs is low-income women and families. These women may be female immigrants, including many for whom English is a second language, survivors of domestic abuse and/or female ex-offenders. The women we serve often have a combination of debilitating life experiences, including lack of education, alcohol or substance dependency, childhood abuse, poverty, bouts of homelessness and other challenges. Most

program participants are between 31-50 years of age and about one-third Native Hawaiian. Many are single parents.

Women may be seeking economic stability after a lifetime of welfare dependency. Some are building professional skills to move up and leave the stress of working multiple low wage jobs. Some intend to start a new business. Income is the most basic building block of economic security for women. To borrow a phrase from the Half in Ten Campaign, the YWCA seeks to replace poverty with opportunity, and help each woman achieve success.

5. Describe the geographic coverage.

Laniākea is located at 1040 Richards Street in downtown Honolulu. The strategic location of Laniākea, in the seat of both the business and government districts, enables the YWCA to address community challenges from the heart of activity on O'ahu. This is truly "the place to be" for women's issues. Readily accessible by bus, the YWCA supports women and families in the urban core, in surrounding areas, and throughout the island.

II. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

The scope of work is outlined below:

Design

- a) Contract Ferraro Choi & Associates to complete project design
- b) Develop project cost estimate working with Heath Construction
- c) Apply for permits and secure bids from contractors

Construction

- d) Restore the roof balustrade above restaurant
 - a. Remove and replace all top rails
 - b. Remove, repair, re-install balusters
 - c. Remove, replace balusters
 - d. Repair bottom curb in place
 - e. Seal and paint all elements
- e) Restore four ornamental iron balconies overlooking the courtyard
 - a. Remove balconies and restore off site
 - b. Re-install balcony
- f) Restore ornamental iron balcony over the main entrance
 - a. Ascertain balcony connection to building is sound
 - b. Restore balcony in place
- g) Restore exterior steel exit stairs from the second floor over restaurant to alley
 - a. Remove and refurbish stair components, including upper landing, off-site
 - b. Reinstall stair components

Inspection and Reporting

- h) Conduct final inspection of work
- i) Provide final report to funders, Facilities Committee and Finance Committee

The YWCA will follow the standards setup by National Park Service, U.S. Department of Interior, particularly the Standards for Rehabilitation & Illustrated Guidelines for Rehabilitating Historic Buildings (Washington, DC: U.S. Department of the Interior, 1991, Rev. 1997) as well as the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitation, Restoring and Reconstruction of Historic Buildings.

- 2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

The project timeline is illustrated below:

Laniākea Project Timeline	
Design (07/2016 – 10/2016)	
	Permitting & Bidding (10/2016 – 02/2017)
	Construction (03/2017 – 12/2017)
	Inspection & Reporting (11/2017 -12/2017)

- 3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

For each area of improvements, the YWCA must secure approval through the state historic preservation office for the proposed work. We are working with Ferraro Choi & Associates, an award-winning architectural firm, to plan, design and permit the project. A construction contractor will be selected through competitive bid process. The work will be overseen by our volunteer Facilities Committee and Finance Committee.

The YWCA will contract Fray Heath of Heath Construction, Inc. to serve as project manager. Mr. Heath will monitor and evaluate the progress of the project and provide progress reports and necessary feedback to the YWCA Facilities and Finance Committees.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

To evaluate the effectiveness of the physical construction project, the YWCA measures success by the ability to complete tasks safely, on-time, and within budget. These measurement results will be provided to the State upon request.

III. Financial

II. Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

See attached budget forms. Also attached is the potential project cost estimate prepared by Ferraro Choi & Associates.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2017.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
		\$250,000	\$275,000	\$525,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2017.

For this project, there are no other sources of funding being sought at this time.

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

Not applicable.

5. The applicant shall provide a listing of all federal, state, and county government contracts and grants it has been and will be receiving for program funding.

Following are descriptions of current contracts and grants held by the YWCA. The agency has not had any problems or negative findings with any grants or contracts in recent years.

City and County of Honolulu Grant-in-Aid for \$89,155 to help low-income women, primarily female ex-offenders, transition to independence and a permanent home. This twelve-month contract started on November 1, 2015.

U.S. Small Business Administration, Office of Women's Business Ownership grant for \$150,000 for the Patsy T. Mink Center for Business and Leadership. The fourth year of this multi-year contract began on October 1, 2015.

City and County of Honolulu Community Development Block Grant for \$105,850 to provide transitional housing services to women. This contract began on September 1, 2014 and was extended through May 31, 2015.

Department of Human Services TANF Maintenance of Effort contract for \$100,000 to help reduce dependency on government benefits for TANF-eligible families. The YWCA has renewed this contract each year since 2010.

Hawaii State Legislature Grant-In-Aid for \$300,000 to replace the Midkiff Gymnasium roof at the YWCA Kokokahi in Kāne'ohe.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2015.

The YWCA had a balance of \$1,547,037 in unrestricted current assets as of December 31, 2015.

IV. Experience and Capability

1. A. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

The YWCA has the leadership, administrative and resource capacity to accomplish this project. The organization owns and operates three facilities on O'ahu, including Lāniakea, its downtown headquarters; Fernhurst Residence, a transitional home in Makiki; and Kokokahi in Kāne'ohe.

In recent years, the organization has accomplished significant work in support of women and families. Every year about 500 women come to Dress for Success Honolulu for professional attire, job readiness and job retention services. Also located at Laniākea, the Patsy T. Mink Center for Business and Leadership provides entrepreneurial counseling and training to more than 700 women annually. In Makiki, the YWCA Fernhurst is an all-female residence that supports women transitioning from prison to independent life in the community. On any given day, about 30 women live at Fernhurst.

The YWCA has extensive experience in completing capital improvement projects that directly support programming. Within the past fifteen years, the YWCA has raised \$11 million for three capital improvement projects to facilities, all of which were completed on time and within budget. In 2015, the YWCA raised \$2.3M through grants and contracts to support the mission of empowering women. We are currently managing a \$750,000 renovation project for the Patsy T. Mink Center for Business and Leadership, which was funded by State Grant-In-Aid, Hawaii Historic Foundation and the Hawaii Area Rapid Transit Fund.

III. B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

The YWCA Lāniākea is a beautiful 70,000 square foot facility located on Richards Street in downtown Honolulu. Built in 1927, Lāniākea was designed by Julia Morgan, best known as the architect of San Simeon, Hearst Castle. The landscaping was also designed by a woman, Catherine Jones Richards, who worked on the Honolulu Academy of Arts and Punchbowl National Memorial Cemetery.

The open-air corridors and lush courtyard provide a Hawaiian sense of respite and care in the bustling business district of downtown Honolulu. The facility is easily accessible by city bus, and offers ample street and nearby garage parking. Laniākea has a handicap accessible entryway and many ADA amenities. All areas affecting programs are fully ADA-accessible.

Over the years, the YWCA renovated portions of the facility including the restaurant, event room and fitness center. Ongoing improvements have resulted in vibrant income-producing spaces that are accessed by the local business community while supporting the member services and mission of the YWCA. This next phase of renovations will retain the original character and architectural details of Laniākea, while improving safety and security.

The YWCA is the sole owner of the Laniākea property at 1040 Richards Street in Honolulu. Site control is not an issue.

A. V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

The YWCA senior leadership team will be responsible for various aspects of planning, fundraising and construction. Noriko Namiki, CEO, is the lead public face of the YWCA and will be responsible for communications, public relations and fundraising for this project. John Kojima, CFO, is responsible for financial accountability, compliance issues and contracts. He will work directly with the Facilities Manager (to be hired) to support the project and oversee fiscal issues. The project will also be overseen by a volunteer Facilities Committee, which reports to the YWCA Board of Directors. See attached Resumes for Noriko Namiki, CEO and John Kojima, CFO.

The Project Manager will be Fray Heath, President of Heath Construction Services, Inc. Mr. Heath is well qualified to lead this project, having received his education at UCLA with a degree from the School of Engineering specializing in Structural Engineering and Mechanics. He graduated Cum Laude in 1971. He has been a general contractor and project manager in Hawaii since 1977. Recent projects managed by this firm include a \$1.5 million renovation to The Pacific Club and a \$13 million renovation to NIKETOWN retail store in Waikiki. See attached Services Resume and Project List for Heath Construction Services.

B. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

The following chart illustrates staffing and responsibilities for the project. Also see attached Organizational Chart for the YWCA of O'ahu.

1. Management Structure For Lāniakea Project	
YWCA Board of Directors Organizational Oversight / Strategic Leadership	
Facilities Committee Strategic Management of Properties	Finance Committee Financial Management and Oversight

<p>Noriko Namiki Chief Executive Officer</p> <ul style="list-style-type: none"> · Leads fund raising and grant writing efforts · Responsible for communications/PR strategy · Reports to YWCA Board of Directors 		
<p style="text-align: center;">John Kojima Chief Financial Officer</p> <ul style="list-style-type: none"> · Reviews all contracts · Oversees budget /compliance · Manages audit and reporting responsibilities · Reports to CEO/Finance Committee 	<p style="text-align: center;">To Be Hired Facilities Manager</p> <ul style="list-style-type: none"> · Manages bidding and negotiations for design and constructions contracts · Oversees facility usage /program operation during construction · Reports to CEO/Facilities Committee 	<p style="text-align: center;">Fray Heath Project Manager</p> <ul style="list-style-type: none"> · Manages Project Plan and Budget · Oversees construction and subcontractors · Reports to Facilities Committee

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position..

Noriko Namiki, Chief Executive Officer - \$100,000

Denise Esposito, Director, Patsy T. Mink Center for Business and Leadership - \$65,000

John Kojima, Chief Financial Officer - \$60,000

VI. Other

2. A. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

Not Applicable.

B. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

Not Applicable.

C. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

Not Applicable.

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2016-17 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2016-17, but
- (2) Not received by the applicant thereafter.

This project will be completed by December 2017. Additional funding will not be needed to sustain the project.

E. Certificate of Good Standing (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2015.

See attached Certificate of Good Standing from the DCCA.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: Young Women's Christian Association of Oahu

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	0	0	0	0
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	0	0	0	0
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	525,000			
TOTAL (A+B+C+D+E)				
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	525,000	John Kojima	808-695-2616	
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	[Redacted Signature] 1-22-2016		
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official Date		
TOTAL BUDGET	525,000	Noriko Namiki, Chief Executive Officer		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2016 to June 30, 2017

Applicant: Young Women's Christian Association of Oahu

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ -
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2016 to June 30, 2017

Applicant: _____

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not applicable			\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				0
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not applicable			\$ -	0
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				0
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: Young Women's Christian Associatio

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED		FUNDING REQUIRED IN SUCCEEDING YEARS
	FY: 2014-2015	FY: 2015-2016	FY: 2016-2017	FY: 2016-2017	FY: 2017-2018	FY: 2018-2019
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION	500000	142528	525000			
EQUIPMENT						
TOTAL:	500,000	142,528	525,000	0	0	0
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Young Women's Christian Association of Oahu

Contracts Total:

1,490,010

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	City and Count of Honolulu Grant-In-Aid	11/01/15-10/31/16	DCS	Hon	89,155
2	U.S. Small Business Administration	10/1/15 - 9/30/16	OWBO	U.S.	150,000
3	Community Development Block Grant	9/1/15 - 5/31/16	DCS	Hon	105,850
4	TANF Maintenance of Effort Grant	1/1/16 - 12/31/16	DHS	State	100,000
5	State of Hawaii Grant-In-Aid - YWCA Kokokahi	7/1/15 - 6/30/16	DLIR	State	300,000
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**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.

- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.

- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Young Women's Christian Association of Oahu

(Typed Name of Individual or Organization)



(Signature)

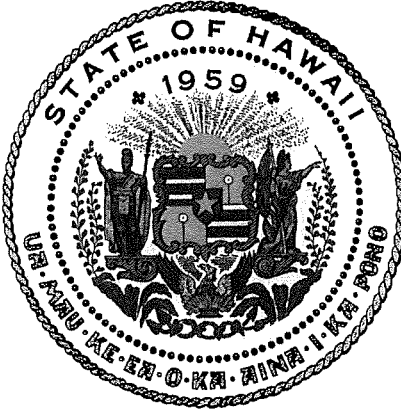
1-22-2016

(Date)

Noriko Namiki, Chief Executive Officer

(Typed Name)

(Title)



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

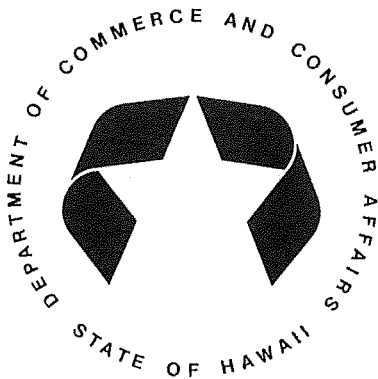
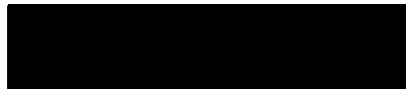
I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF OAHU

was incorporated under the laws of Hawaii on 01/12/1903 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

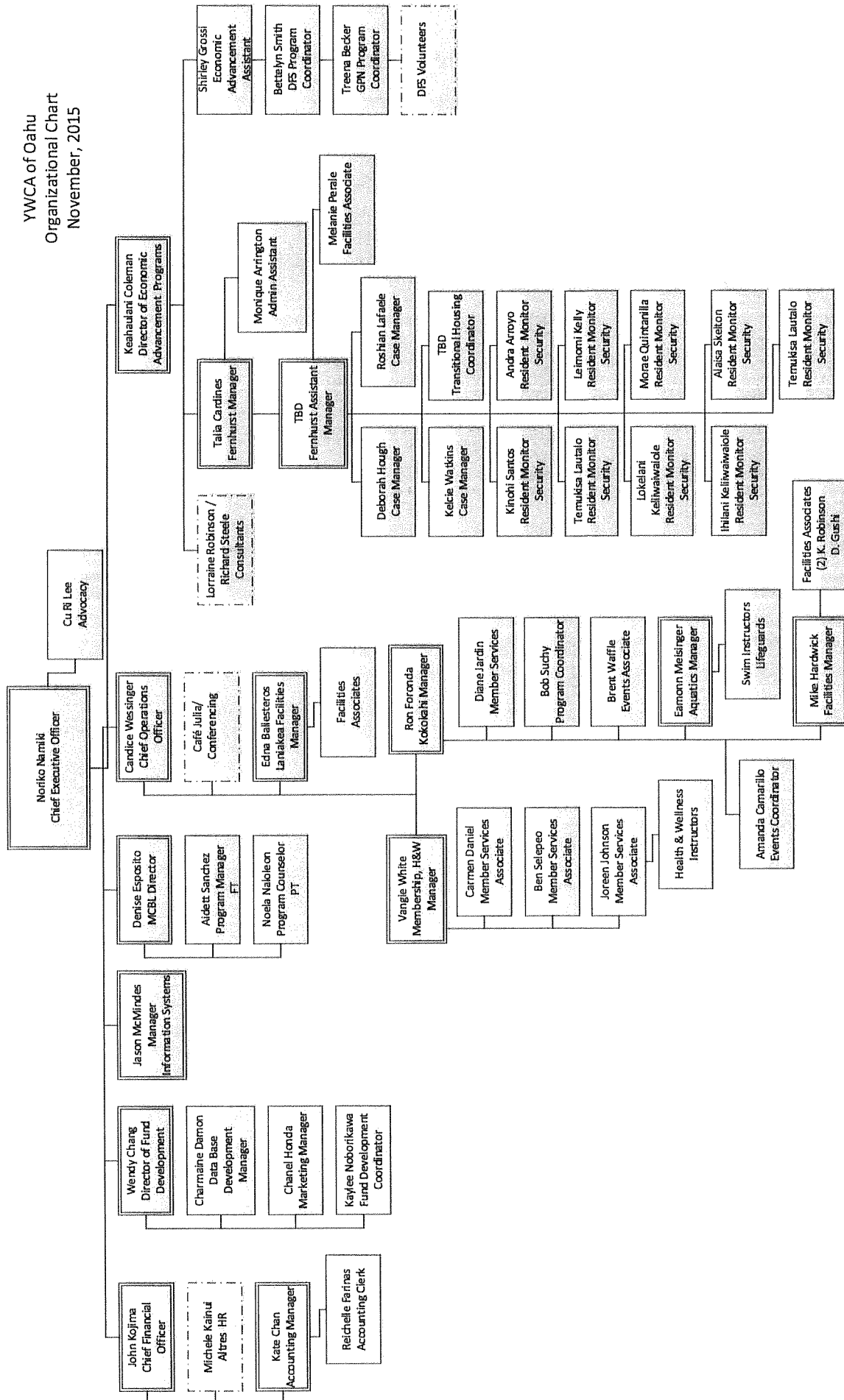
IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 26, 2015



Interim Director of Commerce and Consumer Affairs

YWCA of Oahu
Organizational Chart
November, 2015



HEATH CONSTRUCTION SERVICES, INC.

Project Management & Construction Administration

DESCRIPTION OF THE FIRM AND RESUMES

History:

Heath Construction Services, Inc. (HCS) was founded in Honolulu, Hawaii in January, 1996 by Fray Heath and Carolyn Heath. The principals and associates of the company come from engineering, and general contracting backgrounds.

Principals, Staff & Associates:

Fray Heath, President: Mr. Heath received his education at UCLA with a degree from the School of Engineering specializing in Structural Engineering and Mechanics. He graduated Cum Laude in 1971. He has been a General Contractor and Project Manager in Hawaii since 1977. Mr. Heath provides general management, planning, scheduling and budgeting services to the projects under HCS's management.

Carolyn Heath, Vice President: Ms. Heath has an Associate of Arts Degree from University of Hawaii and provides Office Management and coordination support to HCS projects.

Ed Farwell: Mr. Farwell has Bachelor of Science degrees in Anthropology and Geography from California State College at Long Beach. His work experience in the building industry ranges from Carpentry to Project Engineering. Mr. Farwell is an independent consultant to HCS and provides field supervision and field management services to HCS projects.

Scope of Services:

HCS offers a complete set of Construction and Project Management services to its clients. The scope of services required by a client depends upon our entry point into the project.

General categories of services that HCS typically provides are:

- Program development coordination and planning.
- Preliminary project budgeting, scheduling and feasibility analysis.
- Development of construction strategies.
- Project team assembly, contracting and coordination.
- Pre-Construction Phase services (design review, budgeting, scheduling, bidding and contracting).
- Construction Phase services (construction administration, contractor management, project close-out and installation coordination).
- Warranty period management.
- Payment request monitoring.

HEATH CONSTRUCTION SERVICES, INC. SELECTED PROJECT LIST

THE PACIFIC CLUB

Architects: CDS International
Val Ossipoff (Consulting Architect)
Project Budget: \$1.5 Million
Description: Project Management Services for the renovations and additions to The Pacific

Club – a private business club in downtown Honolulu. The project consisted of a new Exercise Building, two new paddle tennis courts, reconstruction of the Women’s Locker and Dressing Rooms, renovation of the Tiare Terrace Restaurant facility, Pool and Pool Deck. On the upper level of the Club, the Business Office, Reception Desk, Men’s Restroom and Members Bar were renovated. A new Meeting Room was also created out of an existing storage area.

NIKETOWN – HONOLULU

Architects: BOORA Architects (Portland)
Luersen Lowrey Tsushima (Associate Architect)
Architects Hawaii Limited (Shell & Core Architect)
Construction Cost: \$13.1 Million (Tenant Improvement)
Description: Project Management Services for NIKETOWN - Honolulu store, located in the

King Kalakaua Plaza in Waikiki. Responsible for all communications and coordination of the pre-construction and construction phases between the Owner (NIKE), Architects, General Contractor, Landlord and Landlord’s Consultants. The project consists of 18,000 square feet of cutting-edge retail space and another 13,000 square feet of stock room and back-of-house areas spread over four floors of the development.

HONOLULU ACADEMY OF ARTS

Architects: Ferraro Choi & Associates
John Hara Associates
International Design Source
George Sexton Associates
Project Budget: \$21 Million
Description: Project Management for the Honolulu Academy of Arts. Develop and manage a long term capital building and renovation plan for the entire Academy property, including projects in the Asian Galleries, Western Galleries, Education Department, Basement, New Exhibit Building, Café and Bookshop. The project is currently in its ninth phase.

MISSION HOUSES MUSEUM

Architects: Ossipoff, Snyder & Rowland Architects
Spencer Leinweber FAIA

Project Budget: N/A
Description: Ongoing Project Management Services for continuing restoration projects and improvement to the Mission Houses Museum. Projects include work on the Administration Building, Library, Frame House restoration, Chamberlain House restoration and site drainage improvements.

'IOLANI PALACE

Architect: Mason Architects
Galleries Designer: George Sexton Associates
Project Budget: \$5 Million (current and future)
Description: Project Management Services to develop and execute a long-term capital improvement, restoration and repairs program. Projects include air conditioning upgrades, the development of the Palace Galleries, exterior restoration projects and security systems planning and installation. The projects are currently in their fourth phase.

HANAHAU'OLI SCHOOL

Architect: Dwight C. Lowrey Architect
Project Budget: \$6 Million
Description: Project Management Services for the multi-phased construction of a new classroom buildings, entry and drop-off area, renovations and additions to two existing classrooms and the installation of a fire sprinkler system at the Hanahau'oli School campus located in Honolulu, Hawaii. The projects are currently in their third phase.

KAILUA SHOPPING CENTER

Architect: MC Architects
Project Budget: \$1.5 Million
Description: Project Management services for renovations to the facade and parking areas of the Kailua Shopping Center complex and adjacent properties.

WINDWARD TRADE CENTER

Architect: MC Architects
Project Budget: \$1.0 Million
Description: Project Management Services for the conversion of an existing two-story retail complex containing over 30 tenants in Kailua, Hawaii into a three-tenant ground floor and single tenant second floor configuration. This project also involved extensive facade roofing and air conditioning work.

KAILUA TOWN CENTER

Architect: Sueda & Associates
Project Budget: \$3.0 Million
Description: Project Management Services for the demolition and reconstruction of the Kailua Town Center located in Kailua, Hawaii. An existing wing of the old shopping center was demolished and the remaining building repaired and upgraded for a supermarket tenant. 6,000 square feet of additional retail tenant space and a new parking lot were constructed as part of this project.

ST. ANDREW'S CATHEDRAL

Architect: Specialized Architectural Services
Project Budget: \$1.6 Million

Description: Construction Management Services for hazardous materials abatement, re-roofing and exterior stone cleaning at the St. Andrew's Cathedral located in Honolulu, Hawaii. The main Cathedral building's stone walls will be repaired, cleaned and sealed and a new copper roof installed in this project.

SHANGRI-LA (DORIS DUKE FOUNDATION FOR ISLAMIC ARTS)

Architect: Mason Architects
Project Budget: Not available.
Description: Project Management Services for the restoration and conversion of the former residence of Doris Duke to a learning and meeting center for the study of Islamic art. The project consists of multiple phases of work to fully renovate and restore the building finishes and site. Also included is the creation of object storage facilities, installation of a comprehensive security system and modifications to the object displays to provide a secure environment for public visitation. The project is currently in its eighth phase of construction.

ILWU LOCAL 142 AND ILWU MEMORIAL ASSOCIATION

Architect: Jaso Ludviksen (Seattle)
Urban Works (Honolulu)
Project Budget: \$6.5 Million
Description: Project Management Services for the complete refurbishment of the existing ILWU Local 142 Union Hall and Office Building on Atkinson Drive in Honolulu. The project consisted of two phases of work to fully renovate and restore the building interior, exterior, public and parking areas. Services were provided to renovate temporary office facilities and to relocate the Union's operations to and from those facilities. HCS also coordinated the purchase and installation of the FF&E package for the renovated building.

BANK OF HAWAII – PEARL HARBOR BRANCH

Architect: Ferraro Choi and Associates
Project Budget: \$2.0 Million
Description: Project Management Services for the construction of a new Harbor Branch of the Bank of Hawaii. The project included the demolition of the existing branch and the restoration of the site to a parking lot in coordination with the Navy's new NEX commissary development.

BANK OF HAWAII – SECURITY PROJECT

Architect: Lively Architects
Project Budget: Not available.
Description: Project Management Services for the installation of card access and physical security systems in the Bank of Hawaii's Main Branch, Office Tower and Parking Center. The project involved the coordination of installation and initiation of these systems during ongoing Bank operations without business disruptions.

BANK OF HAWAII – BRANCH RENOVATIONS

Architects: Luerson Architects (Lihue Branch)
Colbeen Tsuchida & Associates (Kailua Branch)
Reicke, Sunnland Kono (Wailuku Branch)
Budgets: Not available.
Description: Project Management Services for complete interior renovations, fixturing, furnishings, signage and banking equipment change-outs of bank branches while maintaining banking operations and customer services.

HAWAII THEATER CENTER

Architect: Ferraro Choi and Associates
Project Budget: \$3.5 Million

Description: Project Management Services for the restoration of the exterior of the Hawaii Theater in downtown Honolulu and the installation of a 1930's replication of the theater's marquee and signage. This project will involve the coordination of local and mainland vendors and integration with the City & County's sidewalk improvement and anti-crime lighting projects. The theater will remain in operation during the entire restoration and signage installation.

LONGS DRUGS (KAILUA)

Architect: MC Architects
Project Budget: \$6 Million
Description: Project Management Services for construction of a new Longs Drug Store building and accessory retail spaces in Kailua, Hawaii as part of the property owner's reconfiguration and upgrading of the downtown Kailua retail environment.

KAILUA PARKING STRUCTURE

Architect: MC Architects
Project Budget: \$6 Million
Description: Project Management Services for construction of a new three-level pre-cast concrete parking structure in Kailua, Hawaii.

CONTEMPORARY MUSEUM

Architects: Frederick Fisher and Partners (New Galleries)
Mason Architects (Historic Buildings)
Budget: \$12 Million
Description: Project Management Services for the construction of new gallery buildings and the renovation and reconfiguration of services and operational spaces in the existing historic building portions of the museum campus. This project is currently in the planning and entitlement stages.

BISHOP MUSEUM

Architect: Mason Architects
Exhibit Designer: Ralph Appelbaum & Associates (New York)
Budget: \$6.5 Million
Description: Project Management Services for the complete renovation, infrastructure upgrades and exhibit re-installations in the Hawaiian Hall Complex (the original 100-year old museum buildings) at the Bishop Museum. This project is currently in the planning stages.

KAILUA TOWN CENTER – PHASE II

Architect: MC Architects
Project Budget: \$6.0 Million
Description: Project Management Services for the partial demolition and total reconstruction of the old Longs building located in Kailua, Hawaii. The reconstructed building will house three restaurants and a major retailer.

RECENT PROJECTS:

LE JARDIN ACADEMY

HANAHAU'OLI SCHOOL

CRAIGSIDE RETIREMENT RESIDENCE

PACIFIC AVIATION MUSEUM

151 HEKILI STREET RETAIL BUILDING

KAILUA TOWN CENTER PHASE III (WHOLE FOODS MARKET)

CENTRAL YMCA

ARCADIA RETIREMENT RESIDENCE

PALOLO CHINESE HOME

OAHU CEMETERY

REFERENCES:

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YWCA at Laniakea
Potential Restoration/Safety Projects for Grant in Aid
Opinion of Potential Project Cost (Hard and Soft Costs)

Date: January 7, 2015

	LF	Cost/LF	
1. Restoration of the roof balustrade (220 LF)	220	550	121,000
Remove and replace all top rails (220 LF)			
Remove, repair, re-install balusters (150)			
Remove, replace balusters (25)			
Repair bottom curb in place (220 LF)			
Seal and paint all elements (220 LF)			
2. Restoration of 4 iron balconies overlooking the courtyard	Each	Cost/Ea.	104,000
	4	26,000	
Remove balconies and restore off site			
Re-install balcony			
3. Restoration of the iron balcony over the main entrance (30 LF)	LF	Cost/LF	36,000
	30	1,200	
Ascertain balcony connection to building is sound			
Restore balcony in place			
4. Restoration of the exterior steel exit stair from the second floor over Café Julia to the alley.	Each	Cost/Ea.	110,000
	1	110,000	
Remove and refurbish stair components, including upper landing, off-site			
Re-install stair components			
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Potential Construction (Hard) Cost including Hazmat Remediation			371,000
Potential Soft Costs (Design, Permitting, Project Management, Contingency, etc) @ 40% of Construction			148,400
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Total Opinion of Potential Project Cost			\$ 519,400