

## Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- ☒ 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- ☒ 2) Declaration Statement
- ☒ 3) Verify that grant shall be used for a public purpose
- ☒ 4) Background and Summary
- ☒ 5) Service Summary and Outcomes
- ☒ 6) Budget
  - ☒ a) Budget request by source of funds ([Link](#))
  - ☒ b) Personnel salaries and wages ([Link](#))
  - ☒ c) Equipment and motor vehicles ([Link](#))
  - ☒ d) Capital project details ([Link](#))
  - ☒ e) Government contracts, grants, and grants in aid ([Link](#))
- ☒ 7) Experience and Capability
- ☒ 8) Personnel: Project Organization and Staffing

  
AUTHORIZED SIGNATURE

ROBERT EFFORD, CEO  
PRINT NAME AND TITLE

1-15-2025  
DATE

ARC OF HZLD

**THE THIRTIETH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

☐

Operating

☒

Capital

Legal Name of Requesting Organization or Individual: Db:

Arc of Hilo

Amount of State Funds Requested: \$ 300,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):

This GIA capex request is for 50% (\$300,000) of the capital required (\$600,000) to complete Stage 2 of the Adult Day Health (ADH) program renovations. After over 35 years of community impact and usefulness, the Arc of Hilo's ADH facilities are run-down and badly in need of renovations. Thankfully, with the help of the state's award of a GIA in 2022, we were able to complete a full ADA renovation of the multi-stall bathroom and changing facilities for the Adult Day Health Program. This has made a profound impact on our participants served. We can now serve more individuals in wheelchairs who need accessible bathrooms, changing tables and showers. The Adult Day Health program has grown significantly in the last six months to over 40 individuals served, and the timing couldn't be more critical to complete the next phase of renovations. We are requesting the legislature's help to help us renovate the Adult Day Health hallways, classrooms, and meeting areas, with air-conditioning, new lighting, flooring, and conversion of an adjacent storage room into an adaptive fitness area for range of motion exercises using wall-mounted Nautilus equipment. Adjacent to the Adult Day Health facility is a 1,500 square foot lanai area that is currently unsafe and generally inaccessible for use by our

Amount of Other Funds Available:

State: \$ \_\_\_\_\_

Federal: \$ \_\_\_\_\_

County: \$ 300,000 CBDG

Private/Other: \$ \_\_\_\_\_

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 472,397

Unrestricted Assets:

\$ 3,820,895 (June 30, 2024 unaudited)

New Service (Presently Does Not Exist): ☐ Existing Service (Presently in Operation): ☒

Type of Business Entity:

☒

501(C)(3) Non Profit Corporation

☐

Other Non Profit

☐

Other

Mailing Address:

1099 Waianuenue Ave

City:

Hilo

State:

HI

Zip:

96720

Contact Person for Matters Involving this Application

Name:

Robert Efford

Title:

Chief Executive Officer

Email:

refford@hiloarc.org

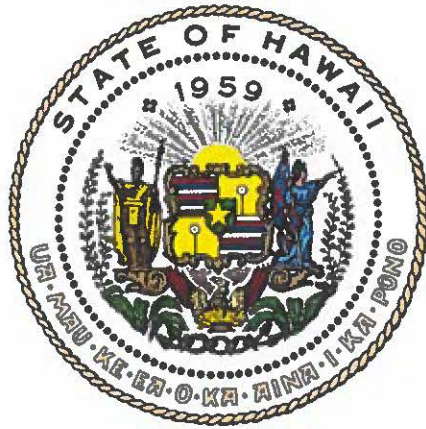
Phone:

808-464-6111

  
Authorized Signature

ROBERT EFFORD, CEO  
Name and Title

1-15-25  
Date Signed



## 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

THE ARC OF HILO

was incorporated under the laws of Hawaii on 06/22/1954 ;  
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 13, 2025

Director of Commerce and Consumer Affairs







STATE OF HAWAII  
STATE PROCUREMENT OFFICE

**CERTIFICATE OF VENDOR COMPLIANCE**

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

**Vendor Name:** THE ARC OF HILO\*

**DBA/Trade Name:** THE ARC OF HILO\*

**Issue Date:** 01/13/2025

**Status:** **Compliant**

Hawaii Tax#: 40396912-01  
New Hawaii Tax#: GE-0942587904-01  
FEIN/SSN#: XX-XXX9668  
UI#: XXXXXX1761  
DCCA FILE#: 5244

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

**Status Legend:**

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information



**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII 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, Hawaii 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, Hawaii 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, Hawaii 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, Hawaii 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.



1-15-25

Arc of Hilo

Robert Efford, Chief Executive Officer



### 3. Application for Grants - Public Purpose Statement

42F - 102 Applications for Grants. Request for grants shall be submitted to the appropriate standing committees of the legislature at the start of each regular session of the legislature. Each request shall state:

- 1) The name of the requesting organization or individual: ***The Arc of Hilo***
- 2) The public purpose of the grant: ***To build capacity for more east Hawai'i Island residents with disabilities to attend and access the Arc of Hilo's Adult Day Health Program facilities.***
- 3) The services to be supported by the grant: ***The capital investment in renovating the Adult Day Health facilities will benefit over 40 existing and up to 20 new participants of the Arc of Hilo's Adult Day Health program.***
- 4) The target group: ***Seniors, adults and youth with disabilities, and those with mobility impairments including full wheelchair use.***
- 5) The cost of the grant and the budget: ***The grant request is for \$300,000 which will match county CBDG funds to complete Phase 2 renovations of ADH facilities, including lighting, flooring, painting, air-conditioning, conversion of space to an adaptive fitness / gym area, installation of a 1,500 square foot outdoor covered lanai with raised planters for adaptive gardening, and new equipment throughout, including seating for meals and activities.***



## II. Application for Grants

### A Brief Description of the Applicant's Background:

Founded in 1954, the *Arc of Hilo* is one of Hawai'i Island's first non-profit agencies serving youth and adults with disabilities. For several decades, the agency was known as *Big Island Association to Help Retarded Children*. On November 13<sup>th</sup>, 1995, the agency formally changed its name to the *Arc of Hilo*, to better reflect its important role serving youth and adults in integrated, community-based services, as a chapter of the national ARC. For 68 years, the Arc of Hilo has served thousands of youth and adults with disabilities, as we continue to fulfill our mission to enrich lives and build greater self-sufficiency through employment, community integration, and residential housing and supports.

- ▶ Currently, the Arc of Hilo is proud to be Hawai'i Island's largest employer of adults with disabilities, with over 65 individuals with disabilities employed through our commercial services contracts with county, federal and corporate partners, and over 100 worksites providing meaningful work through landscape maintenance, janitorial services, and commercial laundry to medical, dental, vision and hospitality customers. Our customers include Hilo Benioff Medical Center, University of Hawaii, Mauna Loa Macadamia Nuts, Kemehameha Schools, Smithsonian Institute, Parks and Recreation, Vision Center, Spectrum, The Lyman Museum, and many more. We're proud to have paid out almost half a million dollars in wages to our participants last year, helping them achieve greater self-sufficiency and independence.
- ▶ The Arc also provides Adult Day Health services to seniors and adults with disabilities who cannot work, have retired from employment, or desire a socially-enriched community integrated program where they can feel fulfilled. During the pandemic, most participants were home-bound for about one year, until the program re-opened in May, 2021.
- ▶ The Arc provides Personal Attendant services, and Community Living Supports, where our staff help participants in their home, and access their community.
- ▶ The Arc provides low-income housing to seniors and adults with disabilities, through 55 units in three apartment buildings owned by the Arc and operated by Big Island Housing Foundation.
- ▶ The Arc of Hilo is also focused on our island's youth, with our School-to-Work transition program Career Exploration launched in 2021, called Career Exploration, in partnership with east Hawaii high schools including Kea'au-Pahoa-Kau, Hilo-Waiakea, and charter schools such as Connections and Volcano Arts and Sciences.





### III. Application for Grants

#### Service Summary and Outcomes:

N/A- capital request to renovate facilities for Adult Day Health program participants



#### IV. Application for Grants - Financial

##### **Budget**

1. a) Budget Request by Source of Funds (See attached budget form and contractor estimate)  
b) Personnel salaries and wages (NA – capex project only)  
c) Equipment and motor vehicles (NA)  
c) Capital project details (Attached)  
e) Government contracts, grants, grants-in-aid (Attached)

##### **2. Quarterly Funding requests:**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
75,000	75,000	75,000	75,000	300,000

3. No other funding is being sought beyond this GIA and the matching CBDG funds for this project.
4. N/A – we are a non-profit, so no tax credits are applicable.

# BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

App

Arc of Hilo

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
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				
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20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>	<b>50,566</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>249,434</b>		<b>300,000</b>	
<b>TOTAL (A+B+C+D+E)</b>	<b>300,000</b>		<b>300,000</b>	
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	300,000	Robert Efford <span style="float: right;">808-464-6111</span>		
(b) Total Federal Funds Requested		Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested	300,000	<div style="display: flex; justify-content: space-between;"> <div>                           Signature of Authorized Official                     </div> <div>                         1-14-25                          Date                     </div> </div>		
(d) Total Private/Other Funds Requested				
<b>TOTAL BUDGET</b>	<b>600,000</b>	Robert Efford, Chief Executive Officer Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: \_\_\_\_\_ Arc of Hilo \_\_\_\_\_

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Seating for 60 Participants	60.00	\$135.00	\$ 8,100.00	
Tables and Armchairs for 60 Participants	25	\$900.00	\$ 22,500.00	
Raised Planters - Composite	8	\$500.00	\$ 4,000.00	
Fitness & Adaptive Equipment	7	\$1,500.00	\$ 10,500.00	
Misc Program Equipment (ie painting, music, crafts, supplies)	100	\$55.00	\$ 5,500.00	
TOTAL:	200		\$ 50,600.00	

### JUSTIFICATION/COMMENTS:

Estimated cost provided above; actual costs and quantity will vary but not to exceed \$50,566.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

### JUSTIFICATION/COMMENTS:

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: \_\_\_\_\_ Arc of Hilo \_\_\_\_\_

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS			10000			
LAND ACQUISITION			NA			
DESIGN			NA			
CONSTRUCTION			249434	300000		
EQUIPMENT			50566			
TOTAL:			290,000	300,000		
<b>JUSTIFICATION/COMMENTS:</b>  Recommended CBDG funds from the County for 2025 will pay for 50% of the estimated cost of renovations						

# GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Appr

Arc of Hilo

Contracts Total:

686,397

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	GIA Arc of Hilo (Capex) ADH Bathrooms	12/20/22 to 12/31/22	Dept of Health	State	372,397
2	GIA Arc of Hilo (Opex) Minimum Wage Impact	7/1/24 to 6/30/25	Dept of Health	State	100,000
3	Arc of Hilo Laundry Program Equipment	7/1/24 to 6/30/25	OCHD	Hawaii	139,000
4	Arc of Hilo Hale Ulu Hoi III Apartments Repaint	7/1/24 to 6/30/25	OCHD	Hawaii	75,000
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# SUN CONSTRUCTION INC. CONFIDENTIAL ESTIMATE

PROJECT: ARC OF HILO HALLWAY REHABILITATION & LANAI ADDITION, HALLWAY & CLASSROOM IMPROVEMENTS  
 CLIENT: ROBERT EFFORD  
 PREPARED BY: JS  
 QUANTITY:  
 DURATION: ESTIMATE 4 MONTH PROJECT DURATION  
 BID DATE: PRELIMINARY - BID DATE TBD

	SF	
INTERIOR	2594	2594
ACCESSORY	1144	572
TOTAL	3738	3166 \$ 173.54 SF

**\$549,434** SEE BELOW COST BREAKDOWN

THIS ESTIMATE IS PRELIMINARY AND BASED ON ROUGH ORDER OF MAGNITUDE PRICING WHICH MAY FLUCTUATE UP OR DOWN 15% OR MORE BASED ON CHANGES OR CLARIFICATIONS AND MAY NEED UPDATING TO REFLECT UPDATED INFORMATION.

## CSI SUMMARY DIV

		MATERIAL	LABOR	EQUIP	SUBS	SUBTOTAL	INSUR&TAX 35.33%	OH&FEE 20.00%	P&P 1.50%	HGET 4.712%	CONTIG 4.00%	TOTAL	%
1	GENERAL REQUIREMENTS (INDIRECT JOB COSTS)	9220	31205	4500	0	44925	11025	11190	1007	3211	2854	74212	13.51%
2	SITE CONSTRUCTION	5100	28236	0	0	33336	9976	8662	780	2486	2210	57449	10.46%
3	CONCRETE	4600	4427	400	0	9427	1564	2198	198	531	561	14578	2.65%
4	MASONRY	2000	10273	0	0	12273	3630	3181	286	913	811	21094	3.84%
5	METALS	0	0	0	0	0	0	0	0	0	0	0	0.00%
6	WOODS & PLASTICS	16140	21685	0	0	37825	7661	9097	819	2611	2321	60333	10.98%
7	THERMAL & MOISTURE PROTECTION	0	0	0	0	0	0	0	0	0	0	0	0.00%
8	DOORS & WINDOWS	18000	4164	0	0	22164	1471	4727	425	1356	1206	31349	5.71%
9	FINISHES	105654	61297	2520	0	169471	21656	38225	3440	10969	9750	253513	46.14%
10	SPECIALTIES	0	0	0	0	0	0	0	0	0	0	0	0.00%
11	EQUIPMENT	0	0	0	0	0	0	0	0	0	0	0	0.00%
12	FURNISHINGS	12500	3923	0	0	16423	1386	3562	321	1022	909	23621	4.30%
13	SPECIAL CONSTRUCTION	0	0	0	0	0	0	0	0	0	0	0	0.00%
14	CONVEYING SYSTEMS	0	0	0	0	0	0	0	0	0	0	0	0.00%
15	MECHANICAL	0	0	0	0	0	0	0	0	0	0	0	0.00%
16	ELECTRICAL	0	0	0	10400	10400	0	2080	187	107	511	13285	2.42%
	SUBTOTAL	173214	165209	7420	10400	356243	58368	82922	7463	23305	21132	549434	100.00%
	OT/LOSS EFFICIENCY		0.00%	0		0							
	TOTAL LABOR W/OT & EFFICIENCY		165209										
	<u>INSURANCE AND TAXES ON LABOR</u>												
	WORKERS COMPENSATION		13.80%	22799									
	STATE UNEMPLOYMENT		5.61%	9268									
	FEDERAL UNEMPLOYMENT		0.60%	991									
	STATE TD1		0.39%	644									
	MEDICAL	BUILD INTO WAGE	15.33%	0									
	401K PROFIT SHARING	BUILD INTO WAGE	3%	0									
	FICA (SOCIAL SECURITY)		6.20%	10243									
	FICA (MEDICARE)		1.45%	2396									
	BIPD			0									
	COMPLETED OPERATIONS			0									
	COMMERCIAL GENERAL LIABILITY		3.95%	6526									
	FACTOR FOR FUTURE COST INCREASES		3.33%	5501									
			35.33%										
	SUBTOTAL INSURANCE & TAXES			58368		58368							
	TOTAL LABOR			223577									
	TOTAL DIRECT AND INDIRECT COSTS					414611							
	HOME OFFICE OVERHEAD AND FEE		20.00%			82922							
	PAYMENT AND PERFORMANCE BOND		1.50%			7463							
	HAWAII GENERAL EXCISE TAX 4.712% ON ALL BUT SUBS		4.712%			23305							
	SUBTOTAL					528302							
	ALLOWANCE FOR UNDEFINED ITEMS		4.00%			21132							
	TOTAL ESTIMATE CONTRACTOR LEVEL (NOT INCLUDING OWNER'S COST ITEMS)					\$549,434							

PREPARE PLANS FOR BUILDING PERMIT	0 ARCHITECT
OWNERS REPRESENTATIVE	0 MONTHS
SPECIAL INSPECTORS (NIC)	0 HOURS
SOILS ENGINEERING	0 HOURS
OWNER'S FF&E	0 ESTIMATE

**\$549,434**

		DESCRIPTION	COMPANY	QTY	UNIT TYPE	MM/UNIT	MATERIALS		LABOR		EQUIPMENT		SUBCONTRACTOR		SUBTOTAL	INSTR&TAX	OH&FEE	P&P BOND	HI GET	CONTR	TOTAL	DIVISION TOTAL
							UP	COST	UP	COST	UP	EQUIP	UP	SUBS								
2	SITE WORK																					25683
	WOOD FORMS	COLUMN FOOTINGS		6	ALLOW	2	350	2100	86.74	1041		0	0		3141	368	702	63	201	179	4654	
	REBAR	FOOTINGS & COLUMNS		6	EACH	4	500	3000	86.74	2082		0	0		5082	735	1163	105	334	297	7716	
								0	86.74	0		0	0		0	0	0	0	0	0	0	
	DEMO WINDOW @ LANAI WALL			1	EA	16		0	65.06	1041		0	0		1041	368	282	25	81	72	1869	
	TARGET SAW			1	LABOR	4		0	65.06	260		0	0		260	92	70	6	20	18	467	
	DEMO & DIG CONCRETE FOOTINGS			5	EA	6		0	65.06	1952		0	0		1952	690	528	48	152	135	3504	
	60 LB BREAKER			4	DAYS	8		0	65.06	2082		0	0		2082	736	563	51	162	144	3737	
	REMOVE & RELOCATE LOCKERS			2	DAYS	16		0	65.06	2082		0	0		2082	736	563	51	162	144	3737	
	REMOVE CHAIN-LINK FENCE AT LANAI			4	DAYS	64		0	65.06	16655		0	0		16655	5884	4508	406	1294	1150	29897	
	DEMO AND PREP SLAB FOR LEVELING MORTAR			1	DAYS	16		0	65.06	1041		0	0		1041	368	282	25	81	72	1869	
	TOTAL SITEWORK							5100		28236		0	0		33336	9976	8662	780	2486	2210	57449	
3	CONCRETE																					14578
	CONCRETE SLOPE @ LANAI	1144 SF	7 CY LEVELING CONC	1	ALLOW	24	3000	3000	79.05	1897		0	0		4897	670	1113	100	320	284	7385	
	CONCRETE FOOTINGS ASSUME 3X3X3			4	ALLOW	8	400	1600	79.05	2530	100	400	0		4530	894	1085	98	311	277	7194	
								0		0		0	0		0	0	0	0	0	0	0	
	TOTAL CONCRETE							4600		4427		400	0		9427	1564	2198	198	631	561	14578	
4	MASONRY																					21094
	12"x12" CONCRETE COLUMNS @ LANAI		4 COLUMNS	4	EA	32	500	2000	80.25	10273		0	0		12273	3630	3181	286	913	811	21094	
	MAY NOT NEED COLUMNS IF USA SHADE SENDS STEEL COL.							0		0		0	0		0	0	0	0	0	0	0	
	TOTAL MASONRY							2000		10273		0	0		12273	3630	3181	286	913	811	21094	
6	WOODS & PLASTICS																					30779
	SLIDING GLASS DOOR FRAME OUT			1	ALLOW	8	500	500	86.74	694		0	0		1194	245	288	26	83	73	1909	
	2X CASING @ ALL DOORS INCL NEW SLIDING GLASS OR	PRIMED PINE		22	ALLOW	2	120	2640	86.74	3817		0	0		6457	1348	1561	140	448	398	10353	
	NEW DOORS	15 INT 4 ENTRY DOORS		19	ALLOW	2	500	9500	86.74	3296		0	0		12796	1165	2792	251	801	712	18518	
	FALSE WALL AT LANAI 40 LF			1	ALLOW	160	3500	3500	86.74	13878			0		17378	4903	4456	401	1279	1137	29555	
	TOTAL WOODS & PLASTICS							16140		21685		0	0		37825	7661	9097	819	2611	2321	60333	
8	DOORS & WINDOWS																					31349
	DOORS:																					
	SLIDING DOOR @ LANAI	105"x80" 3 PANEL DOORS	HOME DEPOT	1	ALLOW	24	8000	8000	86.74	2082		0	0		10082	735	2163	195	621	552	14348	
								0		0		0	0		0	0	0	0	0	0	0	
	BARNDOR @ MECH. SHOP	12" OPENING		1	ALLOW	24	10000	10000	86.74	2082		0	0		12082	735	2563	231	736	654	17001	

TOTAL DOORS & WINDOWS						18000		4164		0		0		22164	1471	4727	425	1356	1206	31349	
9	FINISHES			QTY	UNIT TYPE	MHS/UNIT	UP	MATERIAL	UP	LABOR	UP	EQUIP	UP	SUBS	SUBTOTAL	MS&TAX	OH&FEE	P&P BOND	HI GET	CONTRB	TOTAL
																					206409
PAINT: S072 SF (17' & 15' WALLS & ENDS)						0		0		0		0		0	0	0	0	0	0	0	0
HALLWAY & CEILING				1 ALLOW	160	3200	3200	73.84	11814		0		0		15014	4174	3838	345	1101	979	25452
NIFTY LIFT				32 HOURS			0		0	45	1440		0		1440	0	288	26	83	73	1910
LANAI; EPOXY PAINTED W/ ANTISLIP SURFACE CONCRETE @ LANAI				6 GALLONS	16	334	2004	73.84	7089		0		0		9093	2504	2319	209	666	592	15382
CLASSROOMS -2 38'x18' & 38'x25' CEILINGS 8'-16'				1 ALLOW	160	2200	2200	73.84	11814		0		0		14014	4174	3838	327	1044	928	24125
PAINTING OF T BAR EXCLUDED							0		0		0		0		0	0	0	0	0	0	0
VCT OR LVT FLOORING PEEL & STICK BASE: NO PROVISION FOR HAZARDOUS MATERIAL							0		0		0		0		0	0	0	0	0	0	0
DEMO FLOORING				1 ALLOW	80		0	65.06	5205		0		0		5205	1839	1409	127	404	359	9343
HALLWAY W/ THRESHOLDS/TRANSITIONS 960 SF				CARPET ISLE	1 ALLOW	80	7000	7000	78.3	6264		0		0	13264	2213	3095	279	888	790	20529
CLASSROOM 1634 SF				1 ALLOW	80	12500	12500	78.3	6264		0		0		18764	2213	4195	378	1204	1070	27824
FITNESS AREA 100 SF				1 ALLOW	40	750	750	78.3	3132		0		0		3882	1107	998	90	285	254	6617
							0		0		0		0		0	0	0	0	0	0	0
SAIL CANOPY: USA SHADE				1 ALLOW	48	50000	50000	86.74	4164		0		0		54164	1471	11127	1001	3193	2838	73794
NIFTY LIFT				24 HOURS			0		0	45	1080		0		1080	0	216	19	62	55	1433
							0		0		0		0		0	0	0	0	0	0	0
RAILING W/ GLASS PANELS 70 LF				RAILING SYS. HI	1 ALLOW	64	28000	28000	86.74	5551		0		0	33551	1961	7103	639	2038	1812	47104
GLASS PANELS FOR RAILING OR CABLE				INCL'D W/ RAILING SYSTEMS HI			0		0		0		0		0	0	0	0	0	0	0
TOTAL FINISHES						105654		61297		2520		0		169471	21656	38225	3440	10969	9750	253513	
12	FURNISHINGS			QTY	UNIT TYPE	MHS/UNIT	UP	MATERIAL	UP	LABOR	UP	EQUIP	UP	SUBS	SUBTOTAL	MS&TAX	OH&FEE	P&P BOND	HI GET	CONTRB	TOTAL
																					23621
STREETLAMPS/WALL SCONCES INCLUDING DELIVERY/UNLOAD				10 EA	2	800	8000	40	3123		0		0		8800	283	1817	163	521	463	12047
DOOR AWNINGS				9 EA	4	500	4500	86.74			0		0		7623	1103	1745	157	501	445	11574
NEW SIGNAGE FOR ENTRYWAYS EXCLUDED							0		0		0		0		0	0	0	0	0	0	0
							0		0		0		0		0	0	0	0	0	0	0
OTHER FURNISHINGS TO BE PROVIDED BY OWNER							0		0		0		0		0	0	0	0	0	0	0
TOTAL FURNISHINGS						12500		3923		0		0		16423	1386	3562	321	1022	909	23621	
16	ELECTRICAL			QTY	UNIT TYPE	MHS/UNIT	UP	MATERIAL	UP	LABOR	UP	EQUIP	UP	SUBS	SUBTOTAL	MS&TAX	OH&FEE	P&P BOND	HI GET	CONTRB	TOTAL
																					13285
ELECTRICAL SUB:				10			0		0		0	800	8000	8000	0	1600	144	82	393	10219	
REMOVAL OF HALLWAY FLUORESCENT LIGHTING				6 EA			0		0		0	150	900	900	0	180	16	9	44	1150	
INTERIOR STREETLAMP CONNECTIONS				10 ALLOW			0		0		0	150	1500	1500	0	300	27	15	74	1916	
TOTAL ELECTRICAL						0		0		0		10400	10400	0	2080	187	107	511	13285		
1	GENERAL REQUIREMENTS (INDIRECT JOB COSTS)			QTY	UNIT TYPE	MHS/UNIT	UP	MATERIAL	UP	LABOR	UP	EQUIP	UP	SUBS	SUBTOTAL	MS&TAX	OH&FEE	P&P BOND	HI GET	CONTRB	TOTAL
																					74212
PROJECT MANAGER PART-TIME				4 MONTHS	1		0	6500	26000		0		0		26000	9186	7037	633	2019	1795	46671
PROJECT ENGINEER (FACILITATOR)							0		0		0		0		0	0	0	0	0	0	0
PROJECT SUPERVISOR							0		0		0		0		0	0	0	0	0	0	0
PROJECT FOREMAN							0		0		0		0		0	0	0	0	0	0	0
PROJECT ESTIMATOR							0		0		0		0		0	0	0	0	0	0	0
AIR TRAVEL/LODGING							0		0		0		0		0	0	0	0	0	0	0
ARCHITECTURAL CONSULTANT (AS BUILT DRAWINGS)							0		0		0		0		0	0	0	0	0	0	0
BUILDERS RISK (NIC) - ASSUMED TO BE BY OWNER				0.45% TOTAL			0		0		0		0		0	0	0	0	0	0	0
BUILDING PERMIT - ASSUMED TO BE BY OWNER				0.30% TOTAL			0		0		0		0		0	0	0	0	0	0	0
CLEAN-UP DURING CONSTRUCTION (CONTINUOUS)				1	80		0	65.06	5205		0		0		5205	1839	1409	127	404	359	9343
CONSTRUCTION ECONOMIES							0		0		0		0		0	0	0	0	0	0	0

DUMPSTER COSTS	2 EA	1000	2000	0	0	0	2000	0	400	36	115	102	2653	
DUST BARRIERS			0	0	0	0	0	0	0	0	0	0	0	
FINAL CLEANING	NOT INCLUDED AT THIS TIME		0	0	0	0	0	0	0	0	0	0	0	
FIRST AID&SAFETY SUPPLIES			0	0	0	0	0	0	0	0	0	0	0	
SAFETY ENGINEER (CONSULTANT)			0	0	0	0	0	0	0	0	0	0	0	
MATERIAL HANDLING	1 ALLOW		0	0	1500	1500	0	1500	0	300	27	86	77	1990
MOB & DEMBO			0	0	0	0	0	0	0	0	0	0	0	0
NOTICE OF COMPLETION (NEWSPAPER)	1 LS	150	150	0	0	0	150	0	30	3	9	8	199	
OFFICE EQUIPMENT			0	0	0	0	0	0	0	0	0	0	0	0
OFFICE SUPPLIES			0	0	0	0	0	0	0	0	0	0	0	0
PICKUP TRUCKS	120 HOURS		0	0	25	3000	0	3000	0	600	54	172	153	3979
PICKUP TRUCK FUEL OIL GREASE	120 HOURS	15	1800	0	0	0	1800	0	360	32	103	92	2388	
PLAN REPRODUCTION&PHOTOS	1 ALLOW	250	250	0	0	0	250	0	50	5	14	13	332	
PUNCHLIST			0	0	0	0	0	0	0	0	0	0	0	0
PURCHASE WATER			0	0	0	0	0	0	0	0	0	0	0	0
QUALITY CONTROL ENGINEER			0	0	0	0	0	0	0	0	0	0	0	0
SECURITY GUARDS			0	0	0	0	0	0	0	0	0	0	0	0
SCAFFOLD RENTAL			0	0	0	0	0	0	0	0	0	0	0	0
SCHEDULING CPM			0	0	0	0	0	0	0	0	0	0	0	0
SHOP DRAWINGS			0	0	0	0	0	0	0	0	0	0	0	0
SIGNS			0	0	0	0	0	0	0	0	0	0	0	0
SMALL TOOLS (3% OF DIRECT LABOR)	3% DIRECT LAB	165209	4956	0	0	0	4956	0	991	89	284	253	6574	
SUBCONTRACTOR GL	0.6147% SUBS	10400	64	0	0	0	64	0	13	1	4	3	85	
SPECIAL INSPECTIONS			0	0	0	0	0	0	0	0	0	0	0	0
SURVEYOR			0	0	0	0	0	0	0	0	0	0	0	0
TELEPHONES			0	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY WATER-INSTALLATION			0	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY POWER-INSTALL/REMOVE			0	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY POWER-MONTHLY			0	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY SHELTERS/CONTAINER			0	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY TOILET			0	0	0	0	0	0	0	0	0	0	0	0
WATER TANK WITH PUMP (RENTAL)			0	0	0	0	0	0	0	0	0	0	0	0
WIFI-INSTALLATION			0	0	0	0	0	0	0	0	0	0	0	0
WIFI-MONTHLY			0	0	0	0	0	0	0	0	0	0	0	0
TOTAL INDIRECT (JOB EXPENSE)			9220	31205	4500	0	44925	11025	11190	1007	3211	2854	74212	



## V. Experience and Capabilities

### 1. Necessary Skills and Experience

Our contractor who provided the estimate, and successfully completed our Adult Day Health Bathrooms Renovation Project (2022 GIA-funded) on-time and on-budget is Sun Construction, who has been in business here on Big Island for several decades, and has constructed and renovated an array of buildings, including the Smithsonian, the Kea'au Puna Kai Shopping Center, and recently won the contract to build the new \$18m Volcano National Park Visitor's Center.

Sun Construction, Inc.

Hawaii Contractors License ABC-32193

HCR-1 Box 5446

Keaau, Hawaii 96749

### 2. Facilities

Pictures are attached of the Adult Day Health program facilities that this proposed grant would completely transform into contemporary, accessible facilities for our participants:

*New 1,500 square foot covered lanai with railings, overlooking the pineapple patch and greenhouses;*

*Raised planters for adaptive gardening;*

*Outdoor seating for meals and socialization;*

*Outdoor area for Zumba, Yoga and other exercises for our participants;*

*Adaptive Fitness Gym adjacent to the lanai with wall-mounted exercise equipment for range-of-motion exercises to help with the health of our participants;*

*New colorful flooring throughout the facilities to replace 50-year old cracked VCT;*

*New lighting throughout the facilities to improve visibility and accessibility;*

*Air-Conditioning installation throughout 2,000 square feet of existing classrooms to ensure comfort during the most difficult summer months;*

*Expansion of electrical conduits to ensure Air-Conditioning install;*

*New paint and doors throughout, including new casement windows in classrooms;*

*New replacement seating for 60 participants throughout indoor and outdoor ADH areas;*

## VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision, and Training  
*N/A - capital request for accessibility renovations and equipment only*
2. Organization Chart



3. Compensation  
CEO (\$90,000)  
Director, Commercial Services (\$52,525.20)  
Finance Manager (\$50,024.16k)  
Director, Community Services/Adult Day Health (\$45,000)





#### VII. Other

1. Litigation  
N/A- no pending litigation
2. Licensure  
N/A
3. Private Educational Institutions  
N/A
4. Future Sustainability Plan  
N/A- one-time capital project and equipment only



































