

**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 a:

Papakōlea Community Development Corporation

Amount of State Funds Requested: \$ 718,182

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

The goal of the *Papakōlea Park Improvement and Expansion Project* is to make improvements to the Papakōlea Community Park and Center, and finalize master planning required for the expansion to the Native Hawaiian Education and Culture Center at Pūowaina, by the end of a 12-month project period. The project will ensure that the Park and Center is a safe environment for all members of community, and will ensure community engagement and thorough master planning is achieved.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ 50,000

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

\$ 0

Unrestricted Assets:

\$ 50,000

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:

2150 Tantalus Drive

City:

Honolulu

State:

HI

Zip:

96813

Contact Person for Matters Involving this Application

Name:

Lilia Kapuniai

Title:

Executive Director

Email:

lilia@papakolea.org

Phone:

808.265.2755

Authorized Signature

Name and Title

Date Signed

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

Lilia Kapuniai, Executive Director

PRINT NAME AND TITLE

Jan. 17, 2025

DATE



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: PAPAKOLEA COMMUNITY DEVELOPMENT CORPORATION*

DBA/Trade Name: PAPAKOLEA COMMUNITY DEVELOPMENT CORPORATION*

Issue Date: 01/15/2025

Status: **Compliant**

Hawaii Tax#: 20189888-01
New Hawaii Tax#: GE-0765937664-01
FEIN/SSN#: XX-XXX4211
UI#: XXXXXX4780
DCCA FILE#: 119688

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's 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's 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; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii's 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawaii's 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.

Papakōlea Community Development Corporation

(Typed Name of Individual or Organization)

(Signature)

Lilia Kapunia

(Typed Name)

Jan. 17, 2025

(Date)

Executive Director

(Title)



January 17, 2025

House of Representatives, Committee on Finance
Senate, Committee on Ways and Means
Hawai'i State Capitol
415 South Beretania Street
Honolulu, HI 96813

Aloha mai kākou,

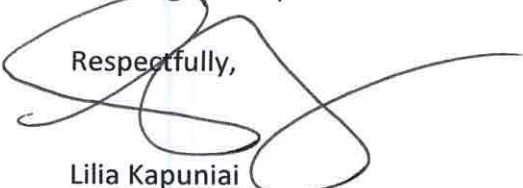
The Papakōlea Community Development Corporation (PCDC) is a 501(c)3 nonprofit beneficiary serving organization, established in 1999. PCDC manages the Papakōlea Community Park and Center, and operates valuable programs and services, that *promote self-determination by developing strong and effective community leaders; and to manage current and future community facilities in the Hawaiian homestead region of Papakōlea.*

In compliance with **HRS42F-102**, we understand that the grant shall be used for a public purpose, and agree to comply. As required by HRS42F-102, I am providing the following:

Organization Name:	Papakōlea Community Development Corporation
Public Purpose:	To create a safe environment for community by making improvements to the Papakōlea Community Park and Center, and engage community and complete master planning required for the expansion to the Native Hawaiian Education and Culture Center at Pūowaina.
Services:	Community education, planning and outreach; civil engineering; architectural planning; archaeological review, etc.
Target:	1,800 Residents of Papakōlea, Kewalo, and Kalāwahine Hawaiian homestead
Cost:	\$718,182

Should you have any questions, please contact me at lilia@papakolea.org or 808.265.2755.
Have a great day!

Respectfully,


Lilia Kapuniai
PCDC Executive Director

Application for Grants

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

I. Certification – Please attach immediately after cover page

1. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2024.

Certificate of Vendor Compliance included behind cover page.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with [Section 42F-103, Hawaii Revised Statutes](#).

Signed Declaration Statement included behind Certificate of Vendor Compliance.

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

Signed statement on PCDC letterhead included behind Declaration Statement.

II. 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 Papakōlea Community Development Corporation (PCDC) is a 501c3 community-based nonprofit organization that was established in 2000 to provide the residents of the Papakōlea, Kalāwahine and Kewalo Hawaiian Homesteads with a full range of comprehensive services, including life-long educational experiences, health and wellness services, human services, and entrepreneurial opportunities.

Since 2003, PCDC has been wholly operating and maintaining the Papakōlea Community Park and Center, without operational funds from the State. PCDC has a 50-year license with the State Department of Hawaiian Home Lands (DHHL) to steward the Park and

Center for public purposes. PCDC provides facility space at a low rate for community affordability, thus PCDC relies on public grants to make improvements to the Park and Center, and support community capacity building programs.

PCDC's mission is *to mobilize broad-based community participation, promote self-determination by developing strong and effective community leaders.* To achieve this mission, PCDC operates four programs: 1) Kupua'e Hawaiian Language and Culture Program; 2) Beneficiary Advocacy Program; 3) Park Stewardship; and 4) Pūowaina Education and Cultural Center Planning and Development.

PCDC is governed by a diverse five-member Board of Directors and led by an Executive Director (ED) - representative of the Papakōlea Hawaiian homestead region. The leadership comes with more than 100 years of combined experience in public administration, social work, education, public policy, community development, facility development, grants management, corporate development, and program development.

2. The goals and objectives related to the request;

The goal of the *Papakōlea Park Improvement and Expansion Project* is to make improvements to the Papakōlea Community Park and Center, and finalize master planning required for the expansion to the Native Hawaiian Education and Culture Center at Pūowaina, by the end of a 12-month project period.

To achieve this goal, PCDC defined three comprehensive objectives:

Objective One - Administrative Infrastructure. To establish and maintain administrative infrastructure necessary to administer, manage, and implement this project, by the end of a 12-month project period. This includes contract management, coordination of resources, community outreach and coordination, reporting, and evaluation activities. This will result in increased organizational capacity.

Objective Two – Park Improvements. To coordinate and complete improvements to the Papakōlea Community Park and Center by the end of the 12th month, providing a safe and functional environment for community.

Objective Three - Master Plan and Environmental Assessment. To conduct and coordinate community workshops, research, planning, civil engineering, architectural, and archeological work, needed to complete the Pūowaina Master Plan and Federal Environmental Assessment by the end of a 12-month project period.

3. The public purpose and need to be served;

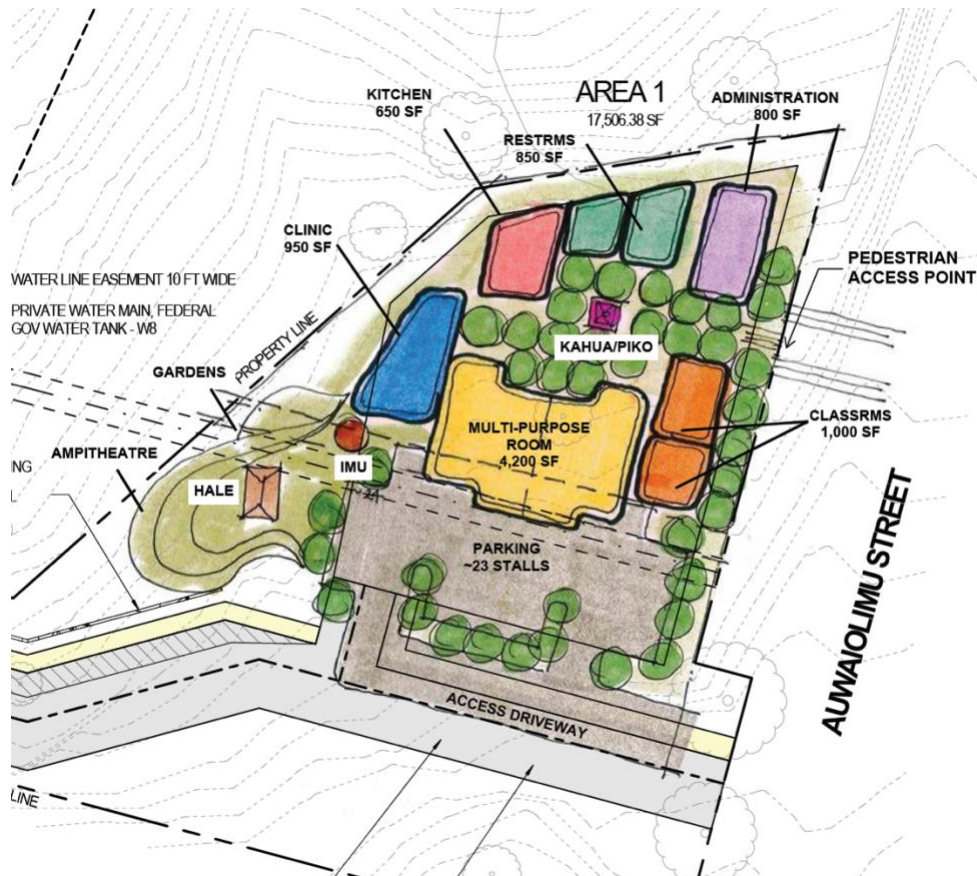
The Papakōlea Community Development Corporation by its mission, is to serve as a steward of the Papakōlea Community Park and Center, providing a safe and clean environment for community use by individuals of all ages, with a diverse range of program offerings. Annually, PCDC provides a safe space for the 1,575 residents, and hundreds of individuals that travel into community for cultural and athletic activities offered at the Park. The Park is inclusive of a new

Playground, a Basketball Court, a commercial kitchen, and a Center equipped with meeting rooms/gathering space, and a community library. The Center roof is requiring repair due to damages inflicted by normal wear and tear, and exposure to weather conditions, over the last 35 years.

The Papakōlea Community Park and Center, is located on a .25 acre parcel on Tantalus Drive, and has served as the heart of Papakōlea since the 40s. It is no longer large enough to serve the growing homestead community with multiple families residing in each household. The Center has little parking for the growing numbers of activity and program participants. Thus, PCDC is expanding programming to a Native Hawaiian Education and Culture Center at Pūowaina (Punchbowl).

In 2009, DHHL designated this 14-acre parcel at Pūowaina for community-based economic development by Papakōlea. The community convened throughout 2009 to identify priority projects, wherein the Native Hawaiian Education and Culture Center was voted-on by community as a priority at Pūowaina. The Native Hawaiian Education and Culture Center was included as a Priority Project in the DHHL 2009 Papakōlea Regional Plan (<https://dhhl.hawaii.gov/wp-content/uploads/2011/06/Papakolea-Regional-Plan.pdf>), and community support was reaffirmed during the 2020 DHHL Papakōlea Regional Plan Update (https://dhhl.hawaii.gov/wp-content/uploads/2020/09/Papakolea-Regional-Plan_2020_FINAL.pdf).

In 2022, PCDC and Group70 conducted community meetings and finalized design charettes for the Center. In 2024, preliminary EA consultation and project concept plans were completed.





The *Papakōlea Park Improvement and Expansion Project* seeks to complete improvements to the Center, and conduct master planning and environmental assessment activities at Pūowaina for the growing community. This will be the only urban Native Hawaiian Education and Cultural Center. The Project has the support of neighboring schools and community organizations, that regularly partner on programs/activities that serve the shared communities.

This project will provide PCDC with the resources to complete planning with the residents of Papakōlea and its neighbors, that is required to build the Native Hawaiian Education and Culture Center at Pūowaina. When the Center is built, community will have more space to farm medicinal plants, farm plants and trees that will provide flowers/products for lei/decorations, provide space for family/community gatherings, provide a large commercial kitchen, provide a music recording studio, offer educational workshops, practice cultural ceremonies, hold special events, and more.

4. Describe the target population to be served; and

The Pūowaina Master Planning Project shall serve the families, representing 1,575 people, that reside in the 334 homestead homes located in the Papakōlea residential developments of the Papakōlea, Kewalo and Kalāwahine. The residents of Papakōlea are the primary target population, however there is a secondary target population, comprised of families that travel to Papakōlea from neighboring communities to participate in the numerous cultural programs (language classes, intersession cultural programs, hula, etc.) and athletic activities offered by our partners (basketball, jiu jitsu, volleyball, etc.).

Although the target population is beneficiaries of the Hawaiian Homes Commission Act of 1921, administered by the State of Hawai'i Department of Hawaiian Home Lands (DHHL), PCDC has to raise funds from other sources (Federal, State and Private) to support capital improvements in Papakōlea. PCDC has been applying to multiple sources to support the proposed activities for at least three years. PCDC submits this application to

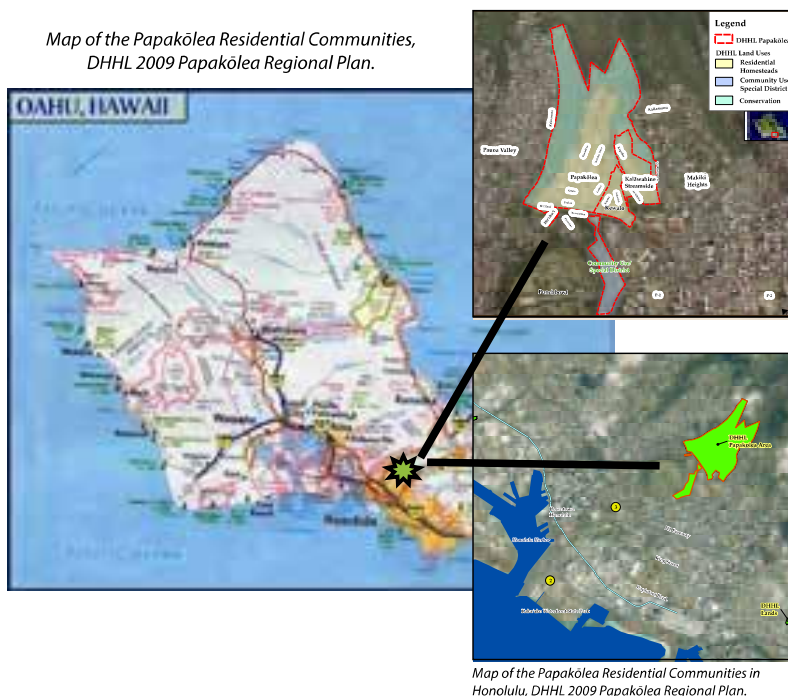
the Hawai'i State Legislature, under its Grants in Aid (GIA) Program, in hopes that the Hawai'i State Legislature sees the merit of the project and values the needs of the growing Hawaiian homestead communities of Papakōlea.

5. Describe the geographic coverage.

Papakōlea is located in the Punchbowl-Tantalus area of Honolulu (above Punchbowl National Cemetery) at the base of the Ko'olau Range. Papakōlea was one of the first designated Hawaiian homesteads; trust lands set aside for homesteading purposes. Papakōlea includes the homestead communities of Papakōlea, Kewalo, and Kalāwahine where respectively 334 homes have been constructed. 1,575 Native Hawaiians reside in this community on 177 acres of leased land.

Papakōlea is unique in that it is the only Hawaiian homestead community located within the boundaries of a major urban center. Members have direct access to public transportation; however residents have to travel outside of community to access free programming and services. For this reason, PCDC and Kula No Na Po'e Hawai'i work hand-in-hand to bring programming into Papakōlea.

The following map, provides a great visual image of the geographic location of the “DHHL Papakōlea Area” in proximity to other communities in Honolulu.



III. 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 goal of the *Papakōlea Park Improvement and Expansion Project* is to make improvements to the Papakōlea Community Park and Center, and finalize master planning required for the expansion to the Native Hawaiian Education and Culture Center at Pūowaina, by the end of a 12-month project period.

To ensure successful project delivery and implementation, PCDC established three objectives that are directly linked to the project goal, community needs, and PCDC's mission.

Objective One - Administrative Infrastructure. To establish and maintain administrative infrastructure necessary to administer, manage, and implement this project, by the end of a 12-month project period. This includes contract management, coordination of resources, community outreach and coordination, reporting, and evaluation activities. This will result in increased organizational capacity.

Objective Two – Park Improvements. To coordinate and complete improvements to the Papakōlea Community Park and Center by the end of the 12th month, providing a safe and functional environment for community.

Objective Three - Master Plan and Environmental Assessment. To conduct and coordinate community workshops, research, planning, civil engineering, architectural, and archeological work needed to complete the Pūowaina Master Plan and Federal Environmental Assessment by the end of a 12-month project period.

PCDC formatted the scope of work, tasks, responsibilities, and timelines into an Objective Work Plan (OWP) below.

Objective 1. By the end of the project period, PCDC will establish and maintain the administrative infrastructure necessary to administer, manage, and implement this project. This objective will ensure timely project delivery, coordination of resources, and project management – increasing organizational capacity.			
Results to be Achieved: Administrative infrastructure will be established. A complete project file containing receipts, correspondence, agreements, quarterly reports, financial request forms, vendor invoices, and other documentation, will be produced and maintained for review/audit by the expending agency.			
Tasks:	Responsible Position / Party:	Start Date:	End Date:
1. Create project files and develop reporting and invoicing templates. Purchase supplies.	Executive Director (ED)	1 st Month	1 st Month
2. Review and incorporate internal processes and	ED	1 st Month	1 st Month

procedures into project.			
3. Review proposals, scope of work, and execute final agreements with consultants.	ED & Contractors	1 st Month	1 st Month
4. Coordinate and conduct meetings to brief PCDC's Board, community, and collaborating partners.	ED & Contractors	1 st Month	12 th Month
5. Create/ submit quarterly progress reports and financial payment requests to expending agency.	ED	4 th , 7 th , 10 th , & 13 th Month	4 th , 7 th , 10 th , & 13 th Month
6. Conduct project close-out activities; Submit final report and financial payment request.	ED	11 th Month	13 th Month

Objective 2: PCDC will coordinate and complete improvements to the Papakōlea Community Park and Center by the end of the 12th month, providing a safe and functional environment for community.			
Results to be Achieved: A repaired roof, and minor repairs throughout the property.			
Tasks:	Responsible Position / Party:	Start Date:	End Date:
1. Assess the minor repairs around the property, and coordinate repair.	ED	1 st Month	1 st Month
2. Contact Kapili Roofing, and two other roofing agencies to get estimates for the repairs.	ED	1 st Month	2 nd Month
3. Select roofing contractor, execute contracting agreement, and notify impacted tenants.	ED	1 st Month	2 nd Month
4. Manage and coordinate completion of repairs.	ED & Contractors	3 rd Month	6 th Month

Objective 3: By the end of the project period, PCDC will conduct and coordinate community workshops, conduct research, planning, civil engineering, architectural, and archeological work, needed to complete the Pūowaina Master Plan and Federal Environmental Assessment.			
Results to be Achieved: At least 4 meetings with community and/or State or County agencies will be held; At least 7 Technical Studies will be complete; one Master Plan will be complete; and one Federal Environmental Assessment will be complete.			
Tasks:	Responsible Position / Party:	Start Date:	End Date:
1. Conduct detailed programming interviews and evaluate recommended space needs and requirements, to develop a Final Programming and Conceptual Site Study (architectural and civil).	ED & Group 70	1 st Month	3 rd Month
2. Finalize conception plans and provide to DHHL and City Planning and Permitting for initial review and comment.	Group 70	5 th Month	6 th Month
3. Complete Zoning/Building Code Summary	Group 70	5 th Month	6 th Month
4. Complete site plan, floor plans, elevations, sectional plans, and one (1) aerial rendering.	Group 70	5 th Month	7 th Month
5. Prepare civil drawings inclusive of site and utility, grading/drainage, stormwater management, and grading.	Group 70	5 th Month	12 th Month
6. Coordinate up to four meetings with State and County agencies in preparation of these documents, and oversee development of geotechnical survey, topographic, and boundary survey. These meetings are ongoing.	Group 70	5 th Month	12 th Month
7. Completion of Technical Studies: Preliminary Engineering Report, Archaeological Inventory	Group 70	2 nd Month	6 th Month

Survey, Cultural Impact Assessment, Biological Study, Traffic Assessment Report, Noise Assessment, and Cost Estimation.			
8. Complete State Historic Preservation Review Process.	Group 70	6 th Month	9 th Month
9. Prepare Preliminary Draft EA for PCDC and DHHL Review, and respond to comments. This shall include the project's technical, economic, social, historical, and environmental characteristics.	Group 70	6 th Month	9 th Month
10. Coordinate publication of the Draft EA and oversee comments received, and prepare formal responses.	Group 70	10 th Month	11 th Month
11. Final EA will be completed and presented to the Hawaiian Homes Commission for approval.	Group 70	12 th Month	12 th Month

PCDC presents the Objective Work Plans (OWPs) above to demonstrate the extent to which the organization planned the project, ensuring all tasks listed are necessary for the achievement of the overarching goal, and that PCDC has a firm understanding of the expertise required to successfully complete a project of proposed scope.

PCDC also utilizes the OWP to assign tasks to responsible positions or parties, validating the need for financial support presented in the budget. Finally, we included the expected results in the OWP, to provide a clear connection between each objective and outcome. If awarded, PCDC will use the OWP, as its work plan to implement the project and keep the project on track.

For more information and detailed descriptions of the Group70 scope of work, and an estimate for repairs by Kapili Roofing, please refer **Attachment B** to review the complete proposals submitted.

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

PCDC presents this annual timeline that will demonstrate capacity to accomplish the project goal and projected outcomes, listed in the OWPs in preceeding pages.

Annual Timeline By Month:	Results and Outcomes:	Objective:
July 2025	Administrative infrastructure will be established – files and templates updated; incorporate internal procedures., etc	1
July 2025	Assess minor repairs around the property to be fixed in addition to the Center roof. Get updated estimates and select contractors.	2
July & August 2025	Review scope of work with contractors, and execute final agreements.	1, 2 & 3
July & August 2025	Conduct meetings with PCDC's Board, collaborating partners, stakeholders, and community.	1
July & August 2025	Launch corporate development strategy to support construction after project is complete.	1

September 2025	Community outreach materials developed and distributed.	3
September 2025	Develop and produce presentation materials and handouts.	3
September – June 2025	Conduct and conduct meetings with stakeholders, community, and State and City Agencies.	3
September & October 2025	Manage and coordinate completion of repairs to the Park and Center.	2
October 2025	Quarterly Reports & Payment Requets.	1
September – May 2025	Coordinate logistics, facilitate meetings/workshops, and collect input for EA.	3
September & October 2025	Conduct detailed programming interviews and evaluate recommended space needs and requirements, to develop a Final Programming and Conceptual Site Study	3
November & December 2025	Finalize Concept Plans	3
November & December 2025	Conduct Zoning/Building Code Summary	3
November & December 2025	Conduct site plans, floor plans, civil drawings, etc.	3
November & December 2025	Meet with stakeholders, and State or City Agencies	3
November & December 2025	Conduct Technical Studies	3
November & December 2025	Present project status to community and stakeholders at a community meeting.	1, 2 & 3
January 2026	Quarterly Reports & Payment Requests.	1
January - March 2026	Complete State Historic Preservation Review Process	3
January - March 2026	Prepare Preliminary Draft EA and respond to inquiries.	3
March 2026	Quarterly Reports & Payment Requests.	1
April 2026	Publish Draft EA and respond to inquiries.	3
May 2026	Finalize EA for Hawaiian Homes Commisison Approval. Request and secure formal site control of parcel.	3
June 2026	Present project status to community and stakeholders at a community meeting.	1, 2 & 3
July 2026	Final Report & Payment Requests. Project is complete!	1

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

PCDC incorporates their standard quality assurance plan across all programs and projects. The quality assurance plan is based on the project goal, the objective work plan, the outputs, and quantifiable target numbers. It ensures the data collected is aligned to each project objective and the results to be achieved. Further, it ensures that

the roles and responsibilities of the ED and each contractor, are also tied to the project goal and objectives. This will ensure that the finished product meets the criteria and expectations of the PCDC, and the grantor. TiLeaf Group will serve as an objective third-party contractor that will be responsible for ensuring that the quality assurance plan is reflective of the objective work plan, and it is achieved as proposed. If corrective action is needed, the ED and TiLeaf Group will quickly address.

PCDC presents a quantifiable project goal, project objectives, and measurable outputs. The ED and TiLeaf Group will meet monthly, and provide input on project progress, and data collected/analyzed. PCDC defined the following outputs and quantifiable target numbers below:

- Center roof repaired (1);
- Number of meetings held with community, and State or City Agencies (4);
- Number of technical studies completed (7);
- Number of Master Plans completed (1); and
- Number of EAs completed (1).

Data captured through the project, will be used to best demonstrate project impact and effectiveness. PCDC will track and verify outputs achieved by the tangible items produced (consultant agreements, repaired roof, meeting sign-in sheets, the master plan, technical studies, and the final EA). PCDC will distribute brief surveys, and enter data collected into a database, for analysis in accordance with PCDC's standard program evaluation plan. The surveys are used to collect intel from participants, and tell the story of the project.

The achievement of each objective, outlined in the Objective Work Plan, coupled with the elements of the Evaluation Plan, will be analyzed to conduct SWOT analysis and project refinement. Evaluation will occur at the end of each community meeting, quarterly and at the end of the project period, by the ED and collaborating partners. At the end of each quarter, PCDC will conduct cost-benefit and cost-effectiveness analysis.

Outputs will be measured by surveys, contracts, sign-in sheets, presentations produced, studies produced, the Master Plan, and an approved Environmental Assessment. The ED will be responsible for conducting monitoring, evaluation and reporting activities, with objective third-party support from TiLeaf Group.

At the end of the project, PCDC will have a detailed roadmap required to secure site control and funds, to build the Pūowaina Native Hawaiian Education and Culture Center for the Hawaiian homestead residents of Papakōlea, Kewalo, and Kalāwahine. These outcomes will support the community in achieving social and economic self-sufficiency.

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.

The project will be successful upon completion of a Master Plan and a final Federal Environment Assessment (EA). Other measures demonstrating project success and community engagement, are as follows:

- Center roof repaired (1);
- Number of meetings held with community, and State or City Agencies (4); and
- Number of technical studies completed (7).

IV. Financial

Budget

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

Items IV.1. a – e, are included as ATTACHMENT A, behind page 18 of this application.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2026.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$71,818 (10%)	\$71,818 (10%)	\$215,455 (30%)	\$359,091 (50%)	\$718,182

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.
 1. City and County of Honolulu GIA
 2. Department of Hawaiian Home Lands
 3. Hawai'i Community Foundation
 4. Native American Agricultural Fund
 5. Office of Hawaiian Affairs
 6. U.S. Department of Health and Human Services, Administration for Native Americans

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, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2026 for program funding.

2021 – Office of Hawaiian Affairs Homestead Community Grant: \$75,000

2021 – Office of Hawaiian Affairs COVID-19 Support Grant: \$45,054

2021 – U.S. Department of Education, NHEP: \$1,183,366

2023– Office of Hawaiian Affairs ‘Āina Grant: \$100,000

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.

\$50,000 in unrestricted assets.

V. Experience and Capability

1. 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.

PCDC is a 501c3 community-based nonprofit organization with strong organizational capacity. PCDC was founded by community kūpuna in 1999 and incorporated in 2001, to help the community realize its goal of social and economic self-sufficiency.

PCDC serves as a steward of the Papakōlea Community Park and Center - a 5,712 square foot two-story multipurpose Center, that provides programming and services promoting life-long education, healthy lifestyles, cultural preservation, entrepreneurial achievement, and economic development, for the Hawaiian homestead residents of Papakōlea, Kalāwahine and Kewalo (1,575 total).

The organization is governed by a five-member Board of Directors that reside in or were raised in Papakōlea. It's Executive Director brings 30 years of expertise in community development, as a former Vice President of the Council for Native Hawaiian Advancement (CNHA).

The leadership comes with more than 100 years of combined experience in public administration, social work, education, public policy, community development, lending, facility development, grants management, corporate development, and program development.

PCDC has the organizational and administrative capacity required to implement and successfully manage this Grants in Aid request. Currently, the organization has an annual operating budget of approximately \$469,684.

In 2014, PCDC completed the installation of a 96-panel PV system atop the roof of the Center and installed LED lights throughout the property. That was a \$250,000 project funded by the State of Hawai'i Grants in Aid program in FY2011 (*pictured above*).



The organization has secured and managed grant funds and contracts that are similar to the proposed project in both scope and nature. To date, PCDC has fundraised over \$2.8 million for community-based projects.

In 2022, PCDC installed a brand new community Playground with turf, and resurfaced it's indoor basketball court (*pictured on the right*). The total project costed \$285,000. The project was funded by the U.S. Department of Education Native Hawaiian Education Program, and the Office of Hawaiian Affairs.



2. 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.

In 2003 and later in 2022, PCDC secured a 20-year license for the Papakōlea Community Park and Center from DHHL, a facility that the State and County had operated from 1964 - 2002. PCDC has been operating and maintaining the facility, utilizing funds received for facility space and/or project related grant awards. The Center is 5,712 square feet in size and it includes office space, large meeting spaces, a computer technology center, basketball courts, a playground, and a certified commercial kitchen.

PCDC's office is located on the second floor of the Center, thus the project will be administered there. The community meetings will be held in the large meeting room located on the second floor, or in the indoor basketball court. The large meeting room can accommodate up to 75 adults comfortably, its handicap accessible and all facility users have access to free wireless internet connectivity. Staff shall utilize the commercial kitchen to prepare workshop refreshments.

VI. Personnel: Project Organization and Staffing

1. 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.

PCDC has financial controls and procedures in place that ensure sound fiscal management. The organization utilizes a comprehensive system for grant management to ensure the proper tracking, monitoring, and reporting of all relevant activities and achievements.

Project launch and implementation will be the responsibility of the Executive Director (ED), who is experienced and qualified in small business operation, program and curriculum development, contract management, grant management, and program audits. The ED will be responsible for managing relationships with all partners and community. Curriculum development, update, workshop facilitation, contracting matters, and reporting, will be the responsibility of the ED and its consulting team. Additionally, she will be responsible for project management and coordination of tasks defined in the OWP.

The ED has the skills, expertise, and past performance record to complete the proposed scope of work. She completed all planning, Environment Assessments, and the construction of the Anahola Commercial Kitchen and the Kekaha Community Enterprise Center, in Hawaiian homestead communities on Kaua'i.

The ED will utilize established and proven internal systems and processes, including reporting forms and tracking tools, to ensure timely completion of project activities, to ensure compliance with organizational policies and procedures, the State's General Conditions and the SPO General Provisions for Goods and Services.

Verity CPAs provides consultancy services, and shall assist with monthly reconciliations, Accounts Payable, Accounts Receivable, and financial reporting. All activity shall be consistent with PCDC's Accounting, Audit and Financial Management Policies. The CPA reports to the ED and the Board. The ED reports to the Board of Directors quarterly, where she provides them with detailed program and financial reports.

The ED shall communicate on a regular basis with the expending agency grants specialist/manager and shall immediately notify him/her of any challenges that would

prevent PCDC from completing a task. If modifications are necessary, the ED will immediately prepare required documentation and resolve potential issues. The organization is prepared to manage a project of proposed scope – programmatically and financially.

PCDC is proposing a Project Staffing Plan of 1.0 FTE to successfully administer, design, implement and deliver the *Papakōlea Park Improvement and Expansion Project*. The Project would include project management by the Executive Director at 1.0 FTE.

Executive Director (ED), 1.0 FTE, has been a resident of Papakōlea for 30 years. Prior to assuming the Executive Director position, she served as the Vice President of CNHA, overseeing the Community Development Division. She brings over 25 years of experience in executive leadership, organizational development, collaboration, governance, grant writing, grants management, corporate development, communications, graphics design, facilitation, capacity building, special event planning, and small business management, to the organization. She will dedicate 1.0 FTE toward the proposed project.

As the ED, she will be responsible for collaboration with existing and new partners. Throughout the project period, the ED will be responsible for overseeing proper implementation of the project, and shall coordinate contractor services, production of reports, community meeting facilitation, evaluation and monitoring, external communications, and direct management of contractors. She will ensure project implementation and delivery is compliant with PCDC policies and procedures, as well as the State's General Conditions and the SPO General Provisions for Goods & Services.

Group 70 is a firm of architects, planners and designers that serve a host of clients, with a focus on residential, commercial, hospitality, retail, and community projects. They were contracted by PCDC in 2010 through a formal RFP process under the Community Economic Development Grant, to assist with the development of a comprehensive master plan for the 14-acre parcel on Pūowaina. They will assist with research and planning necessary to develop a Native Hawaiian Education and Culture Center at Pūowaina for community.

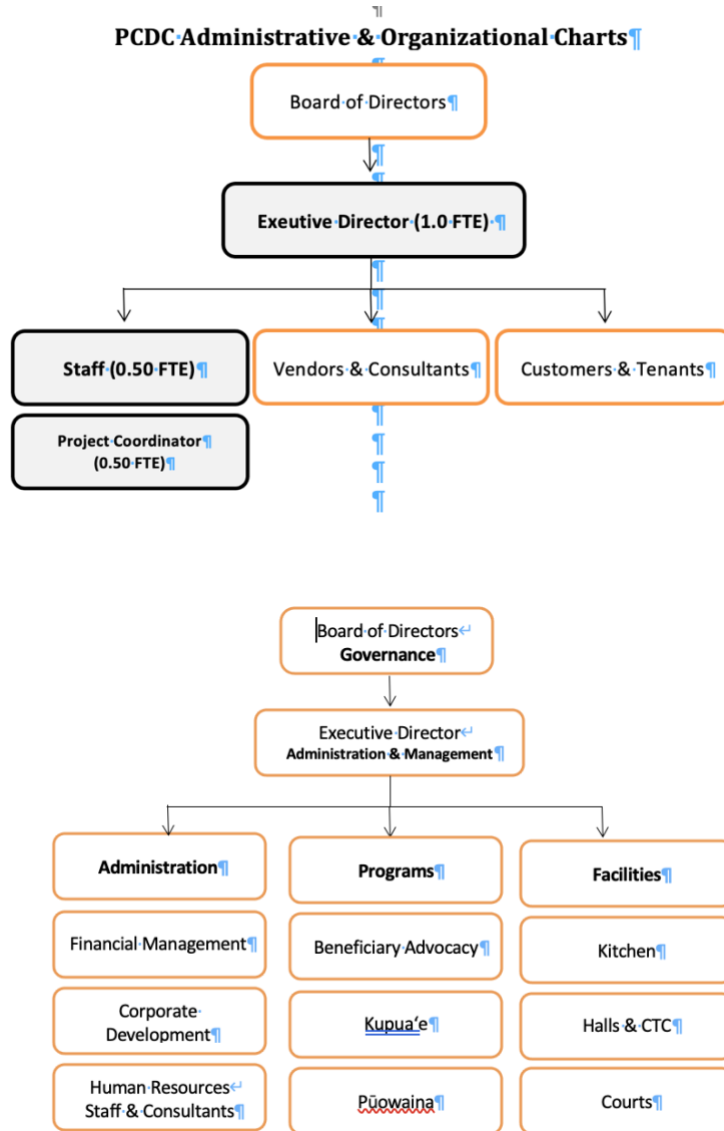
TiLeaf Group is a subject matter expert in lending, community development, Hawaiian trust land communities, grants management, program evaluation, graphic design, data analysis, and more. TiLeaf Group is prepared to support PCDC with the development of various materials and step-in as needed. Data management, quality assurance, evaluation, assessment, program refinement, and innovation, also falls within their wheel-house, and can be added to their scope of work. They will also play a critical role in securing additional capital to support the project.

PCDC received a quote from Kapili Roofing to repair major damages on the Center roof. This is required to support a safe environment for meetings, community functions, and administration. Their estimate from 2022 was \$38,745. PCDC factored a 15% increase for inflation, totaling \$44,700 ($(\$38,745 \times 15\%) + \$38,745 = \$44,700$). PCDC will get estimates from two other contractors to ensure the best

price is received.

2. 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.



3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Executive Director 1.0 FTE @ \$86,000 Annual Salary
Project Coordinator 0.50 FTE @ \$50,000 Annual Salary

VII. Other

1. 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.

2. 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.

3. 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.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2026 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2026, but
- (b) Not received by the applicant thereafter.

The project's sustainability is directly tied to the success of this grant application. If funded, PCDC will be able to *immediately* fund the entire master planning process, and

engage with planners, engineers and architects, at Group70. Otherwise, PCDC will have to fund every aspect of the project piece-by-piece, as funds are secured.

Once the Center is complete, the sustainability of the project will be based on the facility use fees received by organizations and professionals that use the Center, to deliver their programs, workshops, special events, fundraisers, or special projects. Plans include the development of a recording studio and a large commercial kitchen inclusive of refrigerator and freezer storage.

Additionally, the new Center at Pūowaina will provide PCDC an opportunity to expand it's program offerings to develop and offer 'āina-based workshops/activities aimed to attract visitors and students interested in eco-cultural activities.

PCDC has successfully managed the Papakōlea Community Park and Center (Park) since 2003. Unrestricted income is generated from facility use fees collected from organizations and professionals that operate their businesses from the Center. PCDC also operates it's culturally-based educational programs from the Park, and that has generated sufficient grant income to support Park operations and improvements.

ATTACHMENT A

BUDGET FORMS

- IV.1.a. Budget request by source of funds ([Link](#))
- IV.1.b. Personnel salaries and wages ([Link](#))
- IV.1.c. Equipment and motor vehicles ([Link](#))
- IV.1.d. Capital project details ([Link](#))
- IV.1.e. Government contracts, grants, and grants in aid ([Link](#))

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Papakōlea Community Development Corporation

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	86,000			129,000
2. Payroll Taxes & Assessments	4,753			8,720
3. Fringe Benefits	4,130			12,000
TOTAL PERSONNEL COST	94,883			149,720
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	9,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				6,300
5. Staff Training				
6. Supplies				
7. Telecommunication	3,600			
8. Utilities	12,000			
9. Facilities				
10. Consultant - Group70	485,000			485,000
11. Consultant - TiLeafGroup	25,000			25,000
12. Consultant - Kapili Roofing	45,000			45,000
13. Consultant - CPA Firm	9,500			9,500
14.				
15.				
16.				
17.				
18.				
19.				
20. Indirect @ 5% of Personnel & Other Exp.	34,199			45,455
TOTAL OTHER CURRENT EXPENSES	623,299			616,255
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	718,182			765,975
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	718,182	Lilia Kapuniai 808.265.2755		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	1/17/24		
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official Date		
TOTAL BUDGET	718,182	Lilia Kapuniai, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Papakōlea Community Development Corporation

POSITION TITLE		FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director		1	\$86,000.00	100.00%	\$ 86,000.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
TOTAL:					86,000.00
JUSTIFICATION/COMMENTS: The Executive Director (ED) is budgeted at 1.0 FTE of an annual salary of \$86,000 (\$86,000 x 1.0 FTE x 1 year = \$86,000). This position is responsible for overall Park operations, project oversight and implementation, management of consultants, submission of reports, communicating with grant specialists, working with the Board, communications, and more. \$86,000 is the State GIA request.					

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: Papakōlea Community Development Corp

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

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: Papakōlea Community Development Corporation

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			\$ 510,000	\$ 510,000		
LAND ACQUISITION						
DESIGN						
CONSTRUCTION					\$1,500,000	\$1,000,000
EQUIPMENT						
TOTAL:			\$ 510,000	\$ 510,000	\$1,500,000	\$1,000,000
JUSTIFICATION/COMMENTS: PCDC is requesting funds to support master planning, environmental assessment, and community coordination costs associated with the development of the Native Hawaiian Education and Culture Center at Puowaina. Contractors are Group70 and TiLeaf Group.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Papakōlea Community Development Corporation

Contracts Total: 100,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Pūowaina Research and Education Project	12/1/23 - 11/30/24	Office of Hawaiian Affairs	State	\$ 100,000
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30		10			Application for Grants

ATTACHMENT B

GROUP 70 Scope of Work Kapili Roofing Estimate



November 17, 2023

111 S. King Street
Suite 170

Honolulu, HI 96813

808.523.5866

www.g70.design

Ms. Lilia Kapuniai, Executive Director

Papakōlea Community Development Corporation (PCDC)

Sent via email: lilia@papakolea.org

**Subject: Proposed Scope of Work
Final Conceptual Design & Environmental Assessment
Native Hawaiian Education and Cultural Community Center
Papakōlea, O'ahu
TMK (1) 2-2-5:035**

Aloha Ms. Kapuniai:

Mahalo for requesting this proposal from Group 70 International, Inc., dba G70 to support the PCDC in its needs to further its master planning in the development of the Native Hawaiian Education and Cultural Community Center (NHECC), which would be an approximately 18,000 SF facility located on the approximately 2 acres located on the northwest slopes of Pūowaina, identified as TMK (1) 2-2-5:035. This scope also considers expanding the initial concept to include another 2-4 acres of open space/community outdoor space and evaluating an interior road connection through the parcel with ingress/egress on Prospect Street and 'Auwaiolimu Street.

This scope builds upon the initial conceptual site plan scope that was completed in August 2022 and subsequently revised in January 2023. This scope of services outlines tasks to fully develop architectural and civil engineering plans towards finalizing the Conceptual Plan and complete the requisite environmental review that will be required for PCDC to acquire a long-term lease with the Department of Hawaiian Home Lands (DHHL). This proposal also includes additional services not originally included in the previous iteration. The following services are provided below.

SCOPE OF SERVICES

1. Finalize Programming and Conceptual Site Study (Architectural & Civil).

- A. G70 will conduct programming interviews, further evaluate the recommended space needs, and amend existing documentation to finalize programming requirements of the NHECC.
- B. G70 will conduct up to two meetings with key community leaders and stakeholders to master plan the open space portion of the parcel which could be utilized for community garden/outdoor cultural space.
- C. G70 will further evaluate and further develop a concept to interconnect the two sides of the property with an internal roadway on the parcel.
- D. G70 will provide PCDC, DHHL and the City and County of Honolulu Department of Planning and Permitting a set of conceptual plans for initial review and comment.
- E. G70 will prepare the conceptual site plan set that will be used for the Environmental Assessment, based on the Final Programming/Site Study as accepted by PCDC.
- F. G70 will complete a zoning/building code summary.

- G. G70 will prepare a site plan, floor plans, elevations, sectional plans, and one (1) aerial rendering will be completed.
 - H. G70 will prepare civil drawings inclusive of site and utility, grading/drainage, stormwater management, and grading section will be included.
 - I. G70 will coordinate up to four (4) meetings with State and County agencies in preparation of these documents and oversee the support of technical consultants inclusive of a geotechnical survey and topographic and boundary survey.
 - J. An Opinion of Probable Cost, suitable to be used as Basis of Design for the completion of the Project will also be developed. G70 will be assisted by a cost estimator in preparing this document.
2. **Complete State Environmental Review Process (Planning and Civil).** G70 will prepare the Environmental Assessment (EA) in compliance with the requirements of Chapter 343, Hawai'i Revised Statutes (HRS) and Title 11-200.1 Hawai'i Administrative Rules (HAR), required for projects that utilizes State lands or funds. A description of the specific EA tasks is provided below.
- A. **Early Consultation.** G70 will conduct an early consultation process via a letter of notification to State and County government agency representatives, elected officials, community organizations, neighbors, and individuals. The letter must be reviewed and approved by DHHL prior to its distribution. Notices will be sent to agencies having jurisdiction or expertise as well as those citizen groups and individuals that DHHL reasonably believes may be affected by the project are afforded an opportunity to provide input on the project. The early consultation process will be conducted over a 30-day review period. The results of the consultation via comment letters will be recorded and summarized. These comments will inform the substantive, technical, policy and/or procedural issues to be addressed in the Draft EA.
 - B. **Preliminary Draft EA (P-DEA).** G70 will prepare the P-DEA for PCDC and DHHL review. The P-DEA will include, but not be limited to, an evaluation of the project's technical, economic, social, cultural, historical, and environmental characteristics; a summary description of the affected environment; the identification and analysis of impacts and alternatives considered; proposed mitigation measures; the anticipated determination, including findings and reasons to support a Finding of No Significant Impact (FONSI); a list of all required permits and approvals; and a disclosure of the consultation process completed.
 - C. **DEA Agency Pre-Publication Review.** G70 will address all substantive PCDC and DHHL comments on the Preliminary DEA. Final edits to the DEA and publication forms will be completed to satisfactorily meet submittal requirements with ERP.
 - D. **DEA Publication Coordination.** Upon DHHL's approval to publish the DEA, G70 will prepare the Notice of Availability (NOA) in The Environmental Notice and will issue the NOA to selected agencies, organizations, and individuals. We anticipate that DHHL will request an informational briefing be provided to HHC prior to DEA publication. G70 will assist PCDC in the preparation of materials for this meeting. G70 will co-facilitate a presentation with PCDC before the HHC.

- E. **DEA Comment Period.** G70 will oversee the 30-day public and agency comment period for the DEA. Comments by letter or email will be organized and addressed by written response. It is anticipated that the Project will receive approximately 12-16 comment letters from agencies and individuals. If the number of comment letters exceeds what we anticipate as a part of this scope, additional funding may be required per our hourly rates. G70 will prepare formal responses to address all substantive and procedural comments received per options outlined in HAR 11-200.1-20(d)(1-2). Non-substantive comments as deemed by the DHHL will also be clearly indicated in the Final EA but will not require a formal response.
- F. **Final EA (FEA)/FONSI.** G70 anticipates that the project will be accepted by the DHHL with a Finding of No Significant Impact (FONSI). It is our understanding that the HHC would approve the FEA/FONSI. Based upon comments received from DHHL, G70 will prepare the FEA and submit to PCDC and DHHL for its review. A single round of final edits of the FEA/FONSI will be completed. G70 will assist DHHL in providing a draft FEA/FONSI acceptance letter for the Chairman's signature. G70 will co-facilitate a presentation with PCDC before the HHC. All substantive issues identified during the DEA review will be addressed in the FEA/FONSI.
- G. **File FEA/FONSI.** Upon approval, DHHL will provide G70 its acceptance and Notice of Determination (NOD) for the FEA/FONSI. G70 will prepare all submittal documentation to file with ERP and coordinate the issuance of the NOD letter to participating commenters. Once the FEA/FONSI is published in The Environmental Notice, the review process is complete with exception if a legal challenge is filed. We do not anticipate a legal challenge for this environmental review.

3. Technical Consultant Studies to Support the Environmental Assessment.

- A. **Preliminary Engineering Report (PER).** G70 will complete a PER that will document existing site conditions, utility infrastructure, grading and earthwork, and stormwater management. Water and sewer service requests based upon the finalized program will be submitted to the City. A summary section within the EA will be documented with this information.
- B. **Archaeological Inventory Survey (AIS).** Keala Pono Archaeological Consulting (KPAC) will complete the field investigation and prepare the Archaeological Inventory Survey for SHPD review and concurrence to its findings. As the study area has undergone an archaeological reconnaissance survey (ARS) and a conditions assessment update with very limited finds, we anticipate that SHPD will not require any significant site investigation work. A portion of this work is already contracted under the PCDC-approved scope of cultural resource management services in June 2021. At present, a subsurface trenching program has been developed and is ready for submittal to SHPD for its approval to complete.

Upon approval by SHPD, a program of subsurface testing will be implemented to determine the presence or absence of buried archaeological features or deposits. Small trenches will be excavated in various locations throughout the project area, focusing on locations where future construction will take place. A mini excavator or similar

equipment will be used for the trenching, and all trenches will be backfilled after excavation. The archaeologists will document trench locations, stratigraphy, and any cultural remains that might be found.

At the conclusion of fieldwork, archaeologists will host Papakōlea community members on a half-day site visit at no additional charge. During the site visit, results will be presented, and community members can view the archaeological sites and offer input on site interpretations. A summary of the community engagement will be included in the AIS report.

The results of fieldwork will be presented in draft and final AIS reports which will meet all SHPD standards. The report will include a cultural and historical background section, maps and descriptions of all archaeological resources, high resolution photographs of surface architecture, significance determinations for each archaeological site, assessments of condition for each site, a summary of the community engagement process, as well as recommendations for land management.

G70 and KPAC will coordinate the filing and subsequent tracking of the AIS in the State's HICRIS database. As appropriate, G70 will also conduct consultations with the Office of Hawaiian Affairs Environmental Review Compliance and the O'ahu Island Burial Council upon conclusion of the AIS.

If iwi kupuna are encountered during the field work, all work will immediately cease. DHHL and the Honolulu Police Department, pursuant to state administrative rules will be immediately contacted. Additionally, rules under the Native American Graves Protection and Repatriation Act will apply as DHHL lands are deemed as "tribal lands" as related to the treatment and care of Native Hawaiian burials.

- C. Cultural Impact Assessment (CIA).** HeFenua Consulting will conduct research from archival repositories and facilitate up to six (6) ethnohistorical interviews to complete the CIA. HeFenua will conduct these interviews with specific individuals with generational ties within the Papakōlea Community. A consultation list will be prepared and provided to PCDC for its review and approval. Results of the archival data collection and interviews will be compiled into a report. Recommendations will be provided to avoid, minimize, or mitigate any identifiable impacts to cultural resources or practices. HeFenua will conduct at least one meeting with G70 and PCDC to review its findings and will co-facilitate at least one meeting with the homestead community to present and receive feedback on the study.
- D. Biological Study.** G70 will complete a biological conditions assessment to identify flora and fauna species to prepare an inventory that highlights identified species, distribution, and abundance. Field work will be completed by a team of two biologists over one day. Any native or endemic species will be recorded with GPS. Field notes will be recorded. Recordation of birds and animals will be limited to what is visually observed during field observations along with review of other known studies completed in the immediate vicinity. Recommendations to ensure adequate biocontrol and remediation measures are provided to ensure the protection of native and endemic species or the removal of

noxious and invasive species will be summarized in the EA. A summary section within the EA will be documented with this information.

- E. Traffic Assessment Report (TAR).** Fehr and Peers will conduct traffic survey counts during AM and PM peak periods of weekday traffic up to nine (9) intersections along ‘Auwaiolimu Street, Prospect Street, Pūowaina Drive, Kapahu Street, Anianikū Street, Emerson Street, and Nehoa Street when nearby schools are in session. These intersections need to be evaluated as there is tremendous congestion at peak periods of the AM and PM hours. With the project considering a thoroughfare connection through the parcel, an expanded intersection connection study is warranted. Observations may be taken during peak periods of entry into Lincoln Elementary School, Stevenson Middle School, and Roosevelt High School. The TAR will evaluate multimodal access to/from the project area. The TAR will evaluate traffic impacts with and without project conditions and develop trip generation characteristics. A final report will be prepared and included in the EA.
 - F. Noise Assessment.** Y. Ebisu & Associates will complete an environmental noise assessment that includes a review of project plans and surrounding land uses; a site visit and survey noise measurements, an evaluation of existing traffic levels and noise model validation; and an evaluation of future traffic noises levels, potential noise impacts, and proposed mitigation for on-site construction noise and on-site noise related to project operations. A noise study report will be submitted and included in the EA.
 - G. Cost Estimation (New).** J. Uno & Associates will provide an opinion of probable cost (OPC) for the three proposed schemes once the concept design has been completed. OPCs will be provided for structural, architectural, environmental, civil, landscaping, mechanical (HVAC, plumbing), fire protection, electrical, telecommunications, and elevator services.
- 4. Complete State Historic Preservation Review Process (Planning).** The project is subject to the state’s historic preservation review as codified under Chapter 6E-42, HRS that stipulates that prior to a project’s approval, DHHL as the approving agency must allow the State Historic Preservation Division an opportunity to review the extent of impacts to identified historic properties. G70 will prepare the submittal package that will include the AIS and file the submittal to SHPD through the Hawaii Inventory of Cultural Resources online database system (HICRIS). G70 will track and coordinate with SHPD as to its timely review and seek its concurrence to the project effect determination within 60- to 90- days of the submittal.

SUMMARY OF FEES

G70 will complete the above scope of work on an hourly basis with a not to exceed maximum in the total amount of \$503,360 inclusive of labor, tax, and reimbursable expenses. Reimbursable expenses are anticipated to be approximately 3% of the total G70 labor budget and will be submitted with receipts based upon actual expenditures. We also estimate an in-kind contribution of approximately \$20,000 in exceedance of this total.

1. Finalize Programming & Conceptual Study	\$17,800
2. Concept Design Set for EA Filing	
Architecture (with Open Space Plan)	\$52,800
Civil Engineering Concept Plan (with Access Road)	\$62,190
Agency/Community Engagement	\$14,120
3. Environmental Assessment/Civil PER	\$ 136,175
4. Project Management & Coordination	\$16,240
5. Historic Preservation Review Process	\$6,680
G70 Labor Subtotal	\$306,005
G70 Reimbursable Expenses (estimated 3%)	\$9,180
Technical Consultants	\$164,597
Subtotal	\$479,782
General Excise Tax (4.712%)	\$22,607
GRAND TOTAL	\$502,389

Additional Services - Hourly Fee Schedule

Additional services from G70 are not anticipated at this time, and no work will be completed beyond the assigned scope and budget without the written consent of the client. Should there be additional work assigned, G70 hourly fee services will be billed at actual time spent under the labor rate schedule shown below. G70 will track our coordination efforts closely and regularly apprise the client on budget status.

G70 Principals & Staff	Hourly Rates
Principal	\$250
Project Manager	\$195
Senior Planner/Engineer/Architect	\$185
Project Planner/Engineer/Architect	\$175
Licensed Planner/Engineer/Architect	\$160
Planner/Engineer/Architect	\$145
Designer	\$125
Senior Draftsperson	\$145
Draftsperson	\$130
Geospatial Analyst	\$135
Graphic Designer	\$160
Document Specialist	\$120
Administrative Assistant	\$110
<i>Rates applicable through Dec 2024</i>	

SCHEDULE

We are prepared to start work immediately on this assignment. We anticipate that the scope as described therein will take approximately 12-15 months to complete. G70 will help facilitate the timetable for submitting deliverables and completing tasks to the discretion of the Client.

ASSUMPTIONS & EXCLUSIONS

- This phase will not include Structural, Mechanical, Electrical or Plumbing drawings. However, an assessment of these requirements will be included with the Opinion of Probable Cost.
- OPCs for soft costs will not be provided. FF&E other than those noted in the OPCs will not be included.
- Cost estimation does not include bidding phase assistance or change order preparation and/or review.
- Preparation and processing of any additional entitlements or approvals beyond this scope are not included but could be considered under an additional services proposal.
- Subsurface investigations (i.e., toning/GPR) for underground utilities is not included.
- PCDC will ensure provisions of Right of Entry and access for all necessary in-field technical studies to be completed.
- This scope includes the preparation of an EA based upon a preliminary evaluation of regulatory significance criteria. If during the environmental review, an Environmental Impact Statement is deemed to be warranted, the FEA/FONSI will be completed and will serve as the EIS Preparation Notice. Any additional work beyond what is outlined in the above scope will require additional fees as it relates to the 343 HRS review.
- Beyond what is described, this scope does not address the specific requirements to implement a Federal environmental review and related regulations.
- Environmental contamination hazards and/or remediation are not included in this scope.
- Any further cultural or natural resource management services are not included in this scope.

ACCEPTANCE AND GENERAL CONDITIONS

The General Conditions from January 20, 2021 shall apply to this Agreement once executed. Our team looks forward to working with you on this assignment. Please contact me at (808) 265-7901 if you have questions or need more information.

Sincerely,

GROUP 70 INTERNATIONAL, INC., dba G70



Kawika McKeague, AICP
Principal

ACCEPTED/APPROVED BY:

PAPAKOLEA COMMUNITY DEVELOPMENT CORPORATION



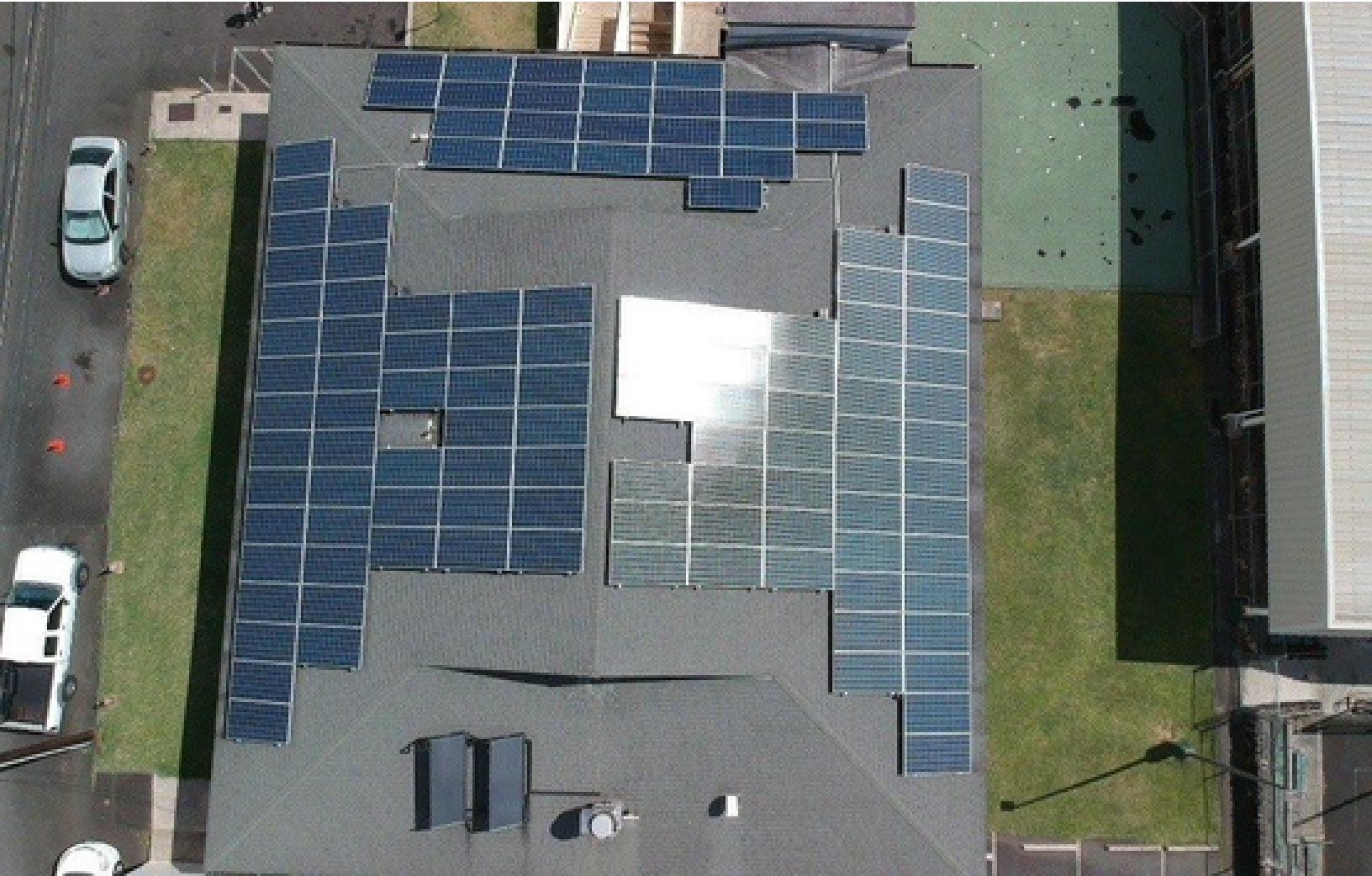
By: Lilia Kapuniai
Its: Executive Director

Date: 11/17/23



KAPILI SOLAR ROOFING

BC - 28938



COMMERCIAL ROOFING PROPOSAL

APR 18, 2022 | Project #7858989092

Solar Roofing & Painting
Residential, Commercial, Government
Repair, Replacement & Maintenance

customerservice@kapiliconstruction.com
808-621-7663

LILIA KAPUNINI

2150 Tantalus Drive
Honolulu, Hi
96813

INTRODUCTION

Aloha Lilia!

My name is Brennan Leong, owner of Kapili Solar Roofing & Painting. I wanted to reach out to thank you for considering our team to work for you on this project. It is an honor and privilege and will be treated as such through your project if you so choose to award us with this opportunity.

As a local family business, we have been blessed to have served over 8,000 customers since the start of our company and have accumulated hundreds of five-star reviews from our customers and supporters online. We take pride in having a solution for clients from every walk of life. From our local Kupuna to large federal government institutions, every project is important to us and we always give it our very best.

As part of our commitment to provide our services, to every client in Hawaii, rated Best in Hawaii, every project receives the following:

- **A dedicated production management team - to help with the facilitation of your project and coordination.**
- **Friendly in-house Tradesmen - who have the expertise to perform a quality installation or application.**
- **A safety officer - who performs regular job site inspections to ensure the safety of you, and your home and our team.**
- **A dedicated customer success manager - who answers your questions, and helps to find the solutions that work for you.**
- **A live photo timeline of your project - which includes before and after photos that we database for you for the future.**

We are fully insured and have included a copy of our Proof of Insurance, along with a copy of our W-9 for your accounting departments records.

Our team has multiple state licenses, which include General Contracting, Roofing, Painting, Waterproofing, and Carpentry. We are certified applicators for nearly every system available in Hawaii's market, we take pride in having a solution for every project that comes our way.

One of the many meanings of "Kapili" is to build, mend or repair. That's what we do.

We look forward to the opportunity to earn your business, and do a great job for you.

Mahalo,

Brennan Leong
Brennan@kapiliconstruction.com
808-621-7663

INSPECTION





QUOTE DETAILS

Description	
Warranty	
7 YEAR LEAK FREE CONTRACTOR WARRANTY:	
All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Leakage caused by tie-ins existing roofs will not be the Company's responsibility. Guarantee will be void if roof is tampered with in any way by persons or circumstances other than authorized personnel of Kapili Roofing. All agreements contingent upon strikes accidents or delays beyond our control and signed contracts cannot be canceled for such. Owner / building management to take all necessary precautions to prevent damages due to dust, smoke, vibration, etc.	
Description	
Replace Existing Shingles With New IKO Shingles	
Scope O Work:	
<div>1.Remove Existing shingles down to wood deck and dispose.</div> <div>2. Once shingles are removed check deck for any wood rot. Report wood rot if any and make repairs as needed at \$45.00 per man hour plus materials and 10% with building owners approval.</div> <div>3. Copper drip edge flashing installed per building requirement.</div> <div>4. Self-sealing underlayment to be installed in valleys and on roofing penetrations as required for applicable warranty.</div> <div>5. Roofing underlayment installed w/ Stinger Staples and water proof discs for better water proofing and wind uplift.</div> <div>6. Shingles installed with 6 nails per full field shingle.</div> <div>7. Roof to be installed with adequate exhaust ventilation per manufacturer requirement. - Intakes are homeowners responsibility and not included unless otherwise specified in scope of work.</div> <div>8. Install Fully reinforced Acrylic system on flat roof and cricket.</div> <div>9. All roof components to be installed per good roofing practice, and manufacturer recommendation/requirement.</div>	
Includes installation of roof system components in material list but excludes unseen or unexpected site conditions, solar removal and replacement, as well as any additional woodwork needed.	
After a thorough roof and site cleanup, we perform our final inspection process prior to signing off as complete.	
IKO Limited Lifetime Warranty with IKO 15 Year Iron Clad Protection	
Not included in contract are	
<div>1. Solar Water , P.V. Solar Removal and replacement. Kapili can provide proposal for removal if owner requires.</div> <div>2. Gutters</div> <div>3 . Ventilator removal or replacement.</div>	

Section Total

\$38,745.39

Quote subtotal	\$38,745.39
Total	\$38,745.39