



HAWAII COMMUNITY DEVELOPMENT AUTHORITY  
Department of Business, Economic Development & Tourism  
STATE OF HAWAII

**ADDENDUM NO. 1**

TO

REQUEST FOR PROPOSALS  
No.: HCDA 04-2014

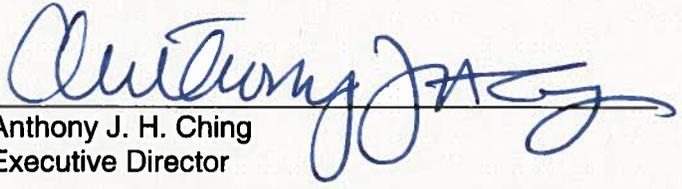
FOR

**Develop an Affordable Low- to Moderate-Income  
"Micro Unit" Housing Project  
At 630 Cooke Street  
Kakaako Mauka, Honolulu, Hawaii**

December 17, 2014

**NOTICE TO ALL PROSPECTIVE RESPONDENTS:**

This Addendum is hereby made a part of the Request for Proposals ("RFP") for the subject Project, and it shall clarify the said RFP as detailed within this Addendum document, adding to previously issued documents governing the items mentioned.

  
Anthony J. H. Ching  
Executive Director

**MEETING NOTES**  
**FOR THE PRE-PROPOSAL CONFERENCE FOR AN RFP (NO. HCDA 04-2014)**  
**TO DEVELOP AN AFFORDABLE LOW- TO MODERATE-INCOME**  
**“MICRO-UNIT” HOUSING PROJECT AT 630 COOKE STREET (TMK 2-1-051: 014)**

**Monday, December 8, 2014 at 10:00 am**  
**461 Cooke Street**

The following questions and clarifying remarks were made during the Pre-Proposal Meeting:

- It was noted that HCDA had not received any written inquiries for the Pre-Proposal Conference.
- HCDA staff gave a very basic overview of the RFP.
- It was asked if a soils study or other site surveys had been completed and was available for the project site.
  - A Boring Logs sheet is referenced in the Civil Drawings included in the RFP as (Appendix G); however, that sheet (page 49) was not included, because none of the soils borings are necessarily near the site. Also the borings were done in 1973 and 1984 for an Improvement District, and extended only 15-20 feet below the surface.
  - The Final Supplemental Environmental Impact Statement for the Mauka Area (2009) is included in the RFP as Appendix F.
  - HCDA does not have any additional site information to provide then what was included in the RFP. Further site analysis will be the responsibility of the Respondent.
- It was emphasized that a selected Respondent would need to comply with Act 61 requirements
  - **Act 61, Session Laws of Hawaii 2014 is included as additional Appendix J.**
- It was asked how affordability would be evaluated.
  - It was clarified that while target affordability is addressed in the RFP as a general guideline, Proposals will be scored higher which have greater affordability.
- It was requested that the list of attendees be shared.
  - **A list of attendees who signed-in is attached.**
- It was asked if failure to Submit a Notice of Intent would disqualify potential Respondents from submitting.
  - It was clarified that a Notice of Intent to Submit Proposal is not a requirement, and instead is for the benefit of HCDA staff to prepare receiving and reviewing of Proposals.
  - Failure to Submit Notice does not disqualify a potential respondent from submitting a Proposal before the Proposal due date.
- It was asked what the expected schedule would be after the Proposal Due Date.
  - It was clarified that a timeline following the Proposal Due Date will be determined by HCDA and with any shortlisted respondents.
  - A tentative schedule would be for selection of a Proposal in February/March, and action by the Authority in March/April 2015.
- It was asked about the status and plans for existing on-site parking operations, and the expectation for Proposals to provide for parking.

- It was clarified that the existing parking available on-site was intended originally for the nearby senior housing at Na Lei Hulu Kupuna; however, the current on-site parking is mostly used now by the adjacent retail/restaurant businesses.
  - It was noted that since the site is relatively small, and apt to take advantage of public transit, the typical requirement for parking may be relaxed. Page 7 of the RFP was referenced where it states “Given the Site proximity to frequent transit service, special consideration will be given to Proposals with less than minimum parking provided.”
  - It was noted that HCDA has site control and can terminate current parking agreement pending planned development.
  - It was noted that a wide-variety of options be considered for offering accommodation for transportation, including car-sharing, bike-sharing, mechanical parking, etc.
- It was asked if a consultant firm could be a part of multiple Proposals, so long as no one respondent is submitting more than one proposal.
  - Page 11 of the RFP was referenced where it states that “M. A Respondent may submit only one Proposal. Multiple or alternative Proposals from a Respondent will disqualify the Respondent.”
  - HCDA consulted on appropriate procurement procedures, and it was determined that a consultant firm may affiliate with more than one Respondent submitting a Proposal, so long as no one Respondent submits more than one proposal and there is no suspected collusion.
- It was asked about the guidelines for a unit to be “micro”, in particular floor area.
  - It was clarified that any description of “micro units” in the RFP, including general statements of approximate size, are offered as guideline only, and that square feet of floor area for a micro unit will be, in part, a function of thoughtful design and mandatory building codes.
- It was asked about the intent of language in the RFP that describes micro units as being for “no more than two people” (page 4) and also that studios “should be designed to accommodate two persons sleeping separately” (page 8).
  - The intent described in the Program Requirements and the Design Guidelines of the RFP is to seek proposals which thoughtfully design for efficient, smaller units that are accessible and comfortable - while at the same time mitigate risks for potential overcrowded, cramped and unhealthy or unmarketable housing.
  - An appropriate maximum occupancy for micro units and/or “regular”-sized studios is two people.
  - Separate sleeping facilities is not a suggested outcome, so much as offering the capacity for at most two people to occupy a micro or studio unit.
- It was asked if the site would be considered a Transit-Oriented Development (“TOD”) site and may benefit from additional density allowances.
  - It was shared that the draft TOD Overlay Plan might possibly be published in early 2015; however, it was clarified that HCDA’s draft TOD Overlay Plan has not been finalized and is not ready to implement at this time.

- Furthermore, that draft Plan looks to consider larger lots of at least 40,000 square feet to be targeted for density increases.
- Consequently, the project site would not stand to benefit from any additional density, but instead will be limited to the allowed 3.5 Floor Area Ratio (FAR). The Draft TOD Overlay Plan should be used as reference only.
- It was noted that a Proposal which would qualify as “workforce housing” may receive a floor area bonus of up to 100% (§15-218-55, Reserved Housing Rules).
- **Reserved Housing Rules included as additional Appendix K.**
- It was asked if an “equity contribution” is suggested.
  - It was clarified that an equity contribution is not necessarily a requirement, but where an equity contribution is planned to be part of a Proposal’s financing, then it should be clearly identified.
  - It was clarified that it wouldn’t be unreasonable to assume financing for a Proposal to consider a nominal (\$1/year) ground lease cost for the 65 years specified in the RFP (page 12).
- It was asked if the adjacent existing “theater” was a designated historical structure (§15-217-62, Mauka Area Rules).
  - It was clarified that the former Kewalo Theater is not identified in the current Mauka Area Plan as an “historic resource”.
- It was asked if there would be exceptions considered for waiving the typical requirement of Public Facilities Dedication Requirement (§15-217-65, Mauka Area Rules)
  - It was clarified that since the RFP seeks to provide affordable housing, then no Public Facilities Dedication (“PFD”) would be assessed if the project qualified as “workforce housing” or for floor area related to “reserved housing”.
- It was asked if Proposals would receive General Excise Tax (“GET”) waivers.
  - It was clarified that it is the Hawaii Housing Finance and Development Corporation (“HHFDC”) which administers the GET waiver through a separate application process.
- It was asked if the build-to-line is the same as the setback line, and the difference among building typologies.
  - It was clarified that the build-to-line for the project site is 10 feet off Cooke Street, and acts as the setback line for the front yard. Side and rear yard setbacks depend on proposed openings and applicable building codes.
  - It was noted that some encroachment into the front yard (established by the setback line) is possible (§15-217-60).
  - It was noted that most appropriate building typologies for the site may be the “Courtyard” (Figure BT.7), the “Urban Block” (Figure BT.8), the “Lei Building” (Figure BT.9), or the “Podium High Rise” (Figure BT.10).
  - It was clarified that for the Podium High Rise typology, the requirement is for at least 65% of one edge of a tower to be flush with the façade of the building/street front element (Figure BT.10-G, Mauka Area Rules).
  - It was noted that areas above 65 feet shall be setback by 50 feet behind the lot line, since Cooke Street is a designated View Corridor (§15-217-55(l)(6), Figure 1.6A).

**ATTENDANCE SHEET FOR PRE-PROPOSAL CONFERENCE  
 FOR AN RFP (NO. HCDA 04-2014) TO DEVELOP AN AFFORDABLE LOW- TO MODERATE-INCOME  
 "MICRO-UNIT" HOUSING PROJECT AT 630 COOKE STREET (TMK 2-1-051: 014)**

Monday, December 8, 2014 at 10:00 am  
 461 Cooke Street

#	Name	Company & Address	Phone	Email
1	DEEFF MASNIK	SNA ARCHITECTS	888 673 0777	gmiasnik@sna-architects.com
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11	Russell Mogniale	Design Innovations Group University of Hawaii School of Architecture.	276-2588	ruloz@hawaii.edu
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16	Sarah Agnew-Miller	Stanford Carr Development	808-547-2276	Sarah@stanfordcarr.com
17	Kath Watson	Hawaiian Community Development Board 1188 Bishop St #907 Hono 96813	808-282-5991	kath19@gmail.com
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**Appendix J: Act 61, Session of Laws of Hawaii 2014**

*This appendix is attached separately.*

**Appendix K: Reserved Housing Rules**

*This appendix is attached separately.*

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