

STATE OF HAWAII  
HAWAII COMMUNITY DEVELOPMENT AUTHORITY  
KAKAAKO

Honolulu, Hawaii, 96813

Wednesday, July 11, 2018

Chairperson and Members  
Hawaii Community Development Authority  
State of Hawaii  
Honolulu, Hawaii

HCDA Board Members:

**SUBJECT:** Shall the Authority Authorize the Interim Executive Director to Execute a Contract with Elevator Services LLC for Elevator Maintenance and Repair Services at Kauhale Kakaako for a Three-Year Term Plus Two One-Year Options to Extend in an Amount Not to Exceed \$76,160 from the Hawaii Community Development Revolving Funds, Leasing and Management Subaccount?

**SUMMARY:**

HCDA is required to provide elevator maintenance for the Kauhale Kakaako Garage as part of its master lease with the Hawaii Housing Finance Development Corporation. HCDA issued a solicitation for a new vendor and requests to award a new contract to the lowest, responsive, responsible bidder.

**AUTHORITIES:**

At the August 3, 2016, General Meeting, the Board indicated it would like to review and approve all procurement requests over \$25,000.

**BACKGROUND:**

The Hawaii Community Development Authority (HCDA) manages and maintains the Kauhale Kakaako Parking Garage located at 860 Halekauwila Street, Honolulu, Hawaii, 96813. The Kauhale Kakaako Parking Garage has two hydraulic passenger elevators that service all five floors of the garage. Under a master lease with the Hawaii Housing Finance Development Corporation (HHFDC), the HCDA is obligated to make all necessary repairs the elevators servicing the garage.

On May 17, 2018, the HCDA issued an Invitation for Bids (IFB) for furnishing inspection, maintenance, and repair services for two hydraulic passenger elevators at the Kauhale Kakaako Parking Garage for a three-year initial term with two additional one-year options to extend. The Scope of Work is similar to that of the American Brewery Building elevator maintenance contract, as the Contractor shall furnish all labor, materials, parts, tools, lubricants, equipment, required elevator documentation (i.e. service manuals, instructions, etc.), transportation and supervision necessary for the complete inspection, maintenance, testing, trouble calls and repair

services of the elevator located at the Kauhale Kakaako Parking Garage. The Contractor shall provide monthly, quarterly, semi-annual, and annual maintenance services for the elevator as a part of their contract and shall also respond to any and all emergency calls with a trapped passenger within one hour. The contract will also include a \$10,000 annual allowance for authorized extra work and parts, should the elevator require any non-routine or emergency repairs.

The HCDA received four (4) responsive, responsible bids by the May 30, 2018 deadline. The bids were as follows:

- Elevator Services LLC = \$436 per month (\$15,696 for initial three-year term)
- Centric Elevator = \$566 per month (\$20,376 for initial three-year term)
- Heide & Cook, LLC = \$596 per month (\$21,456 for initial three-year term)
- KONE Inc. = \$656 per month (\$23,616 for initial three-year term)

#### **ANALYSIS:**

Elevator Services LLC provided the lowest responsive, responsible bid with a price of \$436 per month (\$218 per elevator) or \$5,232 per year. This bid price equates to \$15,696 for the initial three-year term or \$26,160 for the maximum five-year term if both options to extend are exercised.

A \$10,000 annual allowance is added to the above bid price to form the total maximum expenditure of \$76,160 over a maximum five-year term. Any spending from the allowance must be pre-approved by the HCDA.

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#### **RECOMMENDATION**

HCDA staff recommends that the Board:

Authorize the Interim Executive Director to Execute a Contract with Elevator Services LLC for Elevator Maintenance and Repair Services at Kauhale Kakaako for a Three-Year Term Plus Two One-Year Options to Extend in an Amount Not to Exceed \$76,160 from the Hawaii Community Development Revolving Funds, Leasing and Management Subaccount.

#### **APPROVED FOR SUBMITTAL:**



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Garrett Kamemoto, Interim Executive Director  
Hawaii Community Development Authority