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September 21, 2011

HAWAII COMMUNITY DEVELOPMENT AUTHORITY

STATE PROCUREMENT OFFICE
STATE OF HAWAII



To: Aaron S. Fujioka, Administrator
State Procurement Office
Department of Accounting and General Services

From: Anthony J. H. Ching, Executive Director
Hawaii Community Development Authority

FOR

Subject: Honuakaha Elderly Housing Project and Na Lei Hulu Kupuna
Elderly Housing Project – Request For Approval of State
Procurement Office Notice of Amendment to Exemption From
Chapter 103D, HRS, Contract

KAKA'IKO
KALAELOA

Neil Abercrombie
Governor

C. Scott Bradley
Chairperson

Anthony J. H. Ching
Executive Director

The Hawaii Community Development Authority (HCDA) respectfully requests your approval of the two attached State Procurement Office Notice of Amendment to Exemption From Chapter 103D, HRS, Contract. The first pertains to a six-month extension of the Honuakaha Elderly Housing Project property management services contract and the second pertains to a six-month extension of the Na Lei Hulu Kupuna Elderly Housing Project property management services contract. Both contracts are between the elderly housing project owner, Honuakaha Limited Partnership and Na Lei Hulu Limited Partnership, respectively, and Management Specialists Company.

In February 2011, you granted both Limited Partnerships (LPs) an exempt six-month property management services contract to manage that projects with the condition that the LPs procure a new contract pursuant to the State Procurement Code (Chapter 103D, HRS). In May 2011, HCDA's Asset Manager, the person in charge of the procurement, left employment with the HCDA and to date the position has not been filled. The procurement remains in its initial stages. Therefore, the HCDA requests a six-month extension of the deadline to complete the procurement for both elderly housing projects.

Attached for your reference is the SPO approved exemptions and the background memoranda explaining how the HCDA entered into this predicament. Should you have any questions, please contact me at 594-0300 or Chris Sadayasu, Compliance Assurance and Community Outreach Officer, at 594-0343.

Attachments

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