



May 25, 2017  
The Collection Board of Directors Meeting  
General Manager's Report  
Submitted by Al Guzman

## ADMINISTRATION

### 1. The Collection Visitor Counts

Month	Count
2016 December:	912
2017 January	1282
2017 February	1190
2017 March	1223
2017 April	1129
<b>Total</b>	<b>5736</b>

### 2. House Rule Violations

Below are the counts of House Rule Violation Letters issued.

Violation	Jan 17	Feb 17	Mar 17	Apr 17	May 17
Smoking on Lanai	0	0	0	0	6
Storage on Lanai	0	0	0	0	9
Short Term Rental	0	0	0	0	2
Speeding	1	0	1	0	0
Noise	1	0	1	0	0
Other	0	1	0	2	0

### 3. The Lofts Elevator Service Contract (See Page 7) – Board Action Requested

Schindler installed and currently services the Lofts Elevators. The existing contract expires 11/1/17.

ThyssenKrupp was asked to provide a proposal, however, after surveying the equipment, they declined, stating they have not yet developed the manuals, tools and support to properly service the Lofts elevators.

**Recommendation:** To have The Collection Board of Directors accept Schindler's 5year Maintenance Agreement, effective 11/2/17 until 11/1/22 at an annual cost of \$10,680 plus applicable taxes.

## OPERATION

### 1. Preventive Maintenance Inhouse – March – April

Listed and pictured below are the behind the scenes tasks of our maintenance and housekeeping staff cleaning and maintaining The Collection’s common areas. Many associations would sub-contract some of these tasks but we are able to perform them inhouse. There will be times when contractors are used but it is our intent to perform as many preventive maintenance duties inhouse.

- Trash Chute Enzyme sprayed.
- Hallway Baseboard Cleaning.
- Hallway Carpet Extraction on garage entrance lobbies.
- Cleaning/ Removing hard water stains of Common area glass (Tower/ Lofts)
- Clean & Polish Elevator Tracks (Tower/ Lofts)
- Cleaning air conditioning diffusers and checking motors.
- Domestic Booster Pump Inspections.
- Golf Cart Inspection.
- Flat Bed, Shopping Cart, Mobile Ice Bin cleaning and inspection.
- Storm Drain Inspection and Cleaning.
- Garage Exhaust Fan Cleaning.
- Emergency Generator Testing.
- Fire Pump Testing.
- Club Room Appliances Inspection.
- Porte Cochere, Loading Docks, Hallways, Elevator Lobbies, Rec Deck, Garage and Stairwell Lighting Inspection.
- Toilet Exhaust Fan Inspection.
- Dryer Exhaust Fan Inspection (Lofts only).

#### a. Tower Roof Cleaning

During construction, the roofing material was installed. Installation of equipment as well as other construction continued after install, soiling the rooftop. To maintain the UV protecting qualities of the roofing membrane, the staff washed and scrubbed the roof. There is a bit more left to do but by end of May, the Tower roof will be complete. This will be performed annually.



*Before*



*After*





**b. Honolulu Fire Department Knox Box**

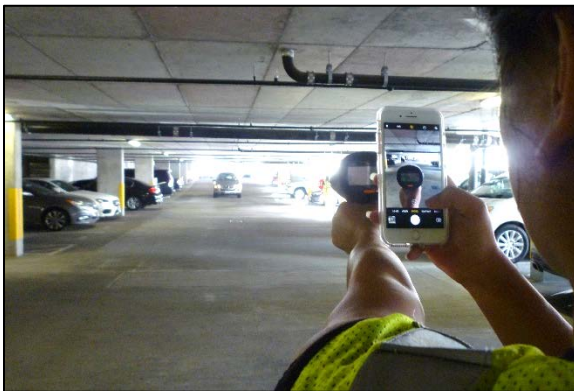
The Knox Box has been installed for the Honolulu Fire Department. During emergencies, their department issued key will be able to open the box which will obtain one fob for the building (entrances, elevators) as well as a list of those residents (& unit #s) who are unable to descend the stairs. Buildings without the Knox Boxes forces HFD to break down the Lobby Doors to get in.



**c. Slow Down Patrols**

At about 5am, the overnight Residential Specialists patrol the garages and remind the early morning drivers to slow down with their “Slow” sign. When Day shift starts, the Slow Down Patrols includes the use of our radar gun. Driver’s exceeding 12 mph are given violation letters. Drivers have significantly slowed down during morning rush hour.

Several residents have complimented the Slow Down efforts.



*Day Shift Radar Gun*



*Grave Shift Patrol*

**d. Door Sweeps**

To help prevent mice and rat infestations, Xtermco installed about 60 bait stations throughout the property in January. For additional rodent protection, we identified 22 ground floor doors having large gaps between the bottom of the door and the pavement. Mice can squeeze under a door that has a  $\frac{1}{4}$  inch gap under the door. Rats can squeeze under a door that has a  $\frac{1}{2}$  inch gap. Some of the doors had gaps measuring  $1\frac{1}{4}$  inches and several doors led up to residential floors. Once inside, it is very difficult to eliminate rodents completely. Door sweeps were installed on 22 ground floor doors.



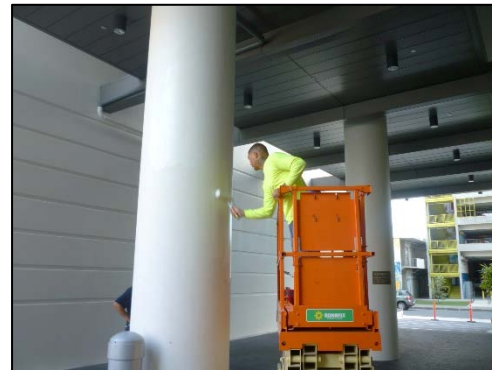
*7/8" gap*



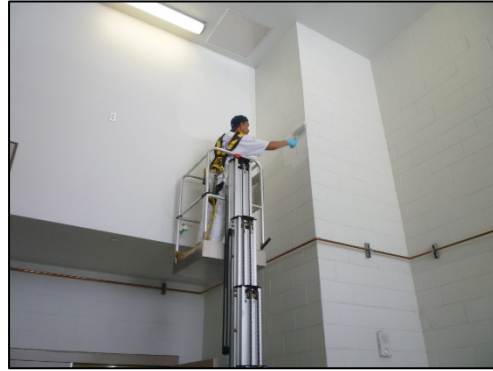
*Sweeps help prevent rodents from entering*

**e. Porte Cochere Painting**

The Porte Cochere was closed during the re-routing of the Porte Cochere Storm Drain Lines. This provided the opportunity to re-paint the area with a glossier finish that would be easier to clean. The walls and columns were painted during this time.



*All 4 columns painted*



*Adjacent Commercial Enclosure and Loading Dock Areas painted also*

**2. Tower Garage Exit Stop and Pedestrian Walkway**

Pedestrians crossing the entrance / exit to the garage are often surprised by vehicles exiting the garage and visa versa. Before an accident occurred:

- A **STOP** was stenciled at the immediate exit area
- A speed hump installed to slow vehicles as they approach the exit
- A Pedestrian walkway was painted to guide pedestrians to a safer walk area and
- A fish eye garage mirror was installed to assist pedestrians and drivers with seeing one another

*Blind Spot Crossing for Pedestrians*



*Addition of Pedestrian Walkway, Speed Hump, STOP Stencil & Garage Mirror*



*No walkway for Pedestrians*



*Walkway added*

**3. Positive Alarm Sequencing**

Re-Scheduled for installation on 5/24/17

**4. Landscaping Proposal – (See RFA and accompanying docs starting on page 16) Board Action Required**

**5. 2<sup>nd</sup> Fl Garage Doors to Tower and Lofts**

Proposal forthcoming. Install requires the involvement of 4 subcontractors. Creation of specs and coordinating takes time.

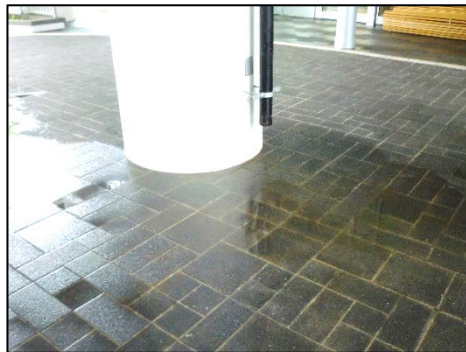
**WARRANTY**

November 4, 2017 is the last day to submit Common Area and Unit Interior (for home owners) warranty items. All warrantable items submitted by November 4, 2017 will be addressed by The Developer at their cost or the responsible sub-contractor’s cost. Items submitted after this date will be the responsibility of the association to repair at the association’s expense. This first year is important for us to identify as many discrepancies as we can so future repair costs will not be absorbed by the association.

The items listed below are just a few of the warranty items being worked on by the developer and the contractor.

**1. Porte Cochere Storm Drain Relocation**

The original plans for the storm drains in the porte cochere was to have it penetrate the driveway surface and connect with the storm drain lines underground. The pillar foundations prevented the original design from being completed resulting in the termination of the storm drain at the porte cochere. This created ponding during heavy rains. During the week of 5/8, the lines were re-routed away from the porte cochere.



*2 Storm Drains terminating onto Porte Cochere*



*Storm Line being re-routed*

*Final*

# Schindler Plus

## SCHINDLER ELEVATOR CORPORATION

99-1151 Iwaena Street  
Aiea, HI 96701-5647  
Phone: 808-547-8507  
Fax: 808-547-8510

**Date:** January 12, 2017

**Estimate Number:** MVKY-AHK27S (2016.7.1)

**To:**

The Lofts At The Collection  
610 Ala Moana Blvd  
Honolulu, HI 96813

**Building Name:**

The Lofts At The Collection  
610 Ala Moana Blvd  
Honolulu, HI 96813

**Attn:** Al Guzman

### EQUIPMENT DESCRIPTION

Qty	Manufacturer	Equipment	Application	Description	Rise/Length			Install#
					Openings	Capacity	Speed	
		The Collection At 600 Ala Moana 600 Ala Moana Blvd Honolulu, HI 96813						
1	Schindler	Gearless	Passenger	Elevator #1	5F/0R	3500	150	
1	Schindler	Gearless	Passenger	Elevator #2	5F/0R	3500	150	

**SCHINDLER ELEVATOR CORPORATION** ("Schindler", "we", "us") 99-1151 Iwaena Street, Aiea, HI 96701-5647, and **THE LOFTS AT THE COLLECTION**, 610 Ala Moana Blvd, Honolulu, HI 96813 ("you") agree as follows:

### PREVENTIVE MAINTENANCE SERVICE

- Our preventive maintenance program performed in accordance with a maintenance schedule specific to your equipment and its usage
- Examine, lubricate, adjust, and repair/replace covered components
- Criteria for replacement of all wire ropes will be the appropriate factor of safety
- Prompt callback coverage
- Safety testing
- Customer friendly and responsive communications

### PREVENTIVE MAINTENANCE PROGRAM

Our Preventive Maintenance Program, as described in this agreement will be performed in accordance with a maintenance schedule specific to your equipment. A Schindler technician will be assigned to you, and back up technicians are available as required to give you prompt service as required at all times. A Schindler account representative will be assigned to you, and will be your primary contact for communications regarding your agreement. Also available to you is our extensive technical support and parts inventory, at the site as needed, and local warehouses and our national Service Distribution Center available for express delivery in emergencies.

### EXAMINE, LUBRICATE, ADJUST, AND REPAIR/REPLACE COVERED COMPONENTS

We will periodically examine, lubricate, adjust, and as needed or if usage mandates, repair, or replace the Covered Components listed below.

## TRACTION ELEVATORS

**Basic components:** Selector motors; brake: pads, lining, disks or shoes, magnet coils, brushes & commutators; controller components: resistors, timers, fuses, overloads, minor contacts, wiring, coils; functional components of car and corridor operating stations; hangers and tracks, door operating devices, door gibs, guide shoes, rollers, traveling cables, signal lamps (replacement during regular visits only), interlocks, door closers, buffers, overspeed governors, car and counterweight safeties, alarm bells, switches, and door protection devices.

**Major components:** Hoist motors, hoist ropes, suspension traction media, bearings for machine and sheaves, machine brake, motor generators, PC boards, sheave & sheave assemblies, solid state devices, compensation ropes and chains, and contactors.

We assume no responsibility for the following items: hoistway door hinges, panels, frames, gates and sills; cabs and cab flooring; freight elevator door straps, cab doors, gates and removable cab panels; cab mirrors and handrails; power switches, fuses and feeders to controllers; emergency cab lighting; light fixtures and lamps; cover plates for signal fixtures and operating stations; card readers or other access control devices; smoke/fire alarms and detectors; pit pumps and alarms; cleaning of cab interiors and exposed sills; plungers, pistons, casings and cylinders; automatic ejection systems; all piping and connections except that portion which is exposed in the machine room and hoistway; guide rails; tank; emergency power generators; telephone service, communication devices; disposal of used oil; intercom or music systems; ventilators, air conditioners or heaters; adverse elevator operation as a result of machine room temperatures (including temperature variations below 60 degrees Fahrenheit and above 90 degrees Fahrenheit); media displays; computer consoles or keyboards; fireman's phones; exterior panels, skirt and deck panels, balustrades, relamping of illuminated balustrades; attachments to skirts, decking or balustrades; moving walk belts; pallets; steps; skirt brushes; sideplate devices; any batteries associated with the equipment; obsolete items, (defined as parts, components or equipment either 20 or more years from original installation, or no longer available from the original equipment manufacturer or an industry parts supplier, replaceable only by refabrication.) In the event that safety testing is performed by us at the start of the Agreement, and we find that critical safety components, such as the governor and/or safeties for traction equipment, and/or valves on hydraulic equipment, are not operating correctly, therefore resulting in unsafe conditions, you will be responsible to authorize the necessary repairs/replacements of this equipment, at your expense.

## CLEANING

We will periodically clean the machine room, car top, and pit of debris related to our work in these areas.

## TESTING OF SAFETY DEVICES

<u>Equipment</u>	<u>Test</u>	<u>Frequency</u>
Gearless	No Load	Annually
Gearless	Full Load	Every 5 years

Our testing responsibilities do not include fees or changes imposed by local authorities in conjunction with witnessing, witnessing costs, inspecting, assisting inspection authorities, licensing or testing the Equipment including observation of testing by 3rd parties; changes in the testing requirements after the initial start date of this Agreement, or any other testing obligations other than as specifically set forth above, including, but not limited to seismic tests. Since these tests may expose the equipment to strains well in excess of those experienced during normal operation, Schindler will not be responsible for any damage to the equipment or property, or injury to or death of any persons, resulting from or arising out of the performance of these tests. Further, our testing responsibilities do not include performance, or the keeping of records related to, monthly firefighters service.

## CUSTOMER FRIENDLY AND RESPONSIVE COMMUNICATIONS

Service dispatching will take place through our Schindler Customer Service Network (SCSN), which is staffed by qualified Schindler personnel, 24 /7. You will be provided with a customer identification number, which must be referenced when a call is placed for your facility. Our dispatchers will have access to your building's service call records, and will promptly relay the details of your call to the assigned technician.

## SCHINDLER DIGITAL

You will be provided access to Schindler's digital tools, which include Schindler Direct, Schindler Dashboard, and Schindler Dashboard Mobile. These digital tools and their three subscription tiers are described below.

**Schindler Direct** provides remote connectivity to your Equipment. Schindler Direct will automatically notify us if any connected component or function is operating outside established parameters. When appropriate, we will communicate with you to schedule appropriate service calls. Monitoring will be performed 24/7 and will automatically communicate with our Customer Service Network using dedicated wireless cellular technology. Schindler will make every reasonable effort to maintain wireless connectivity. If cellular service is not available or becomes unavailable you have the responsibility to install, maintain and pay for a dedicated telephone line, and to notify us at any time of any interruption of such telephone service. If requested, you will provide the proper wiring diagrams for the equipment covered. These diagrams will remain your property, and will be maintained by Schindler for use in troubleshooting and servicing the equipment.

**Schindler Dashboard and Dashboard Mobile** are communication technologies that provide access to real-time information about your equipment including: performance history, reports, push notifications, service call records, unit profiles and more.

The three subscription tiers for Schindler Digital are:

**Digital Connect** – Schindler's Digital Connect package provides wireless cellular communication from your equipment's controller to Schindler's data network. This allows Schindler Direct to be connected to your equipment 24/7. Digital connect also provides access to the basic features of Dashboard and Dashboard Mobile, giving you real time information on your equipment.

**Digital Enhanced** – The Enhanced Package includes Digital Connect, plus access to Schindler's Digital Support Team. This team analyzes information gathered by Schindler Direct, which improves the reliability of your equipment and improves the response time. The Digital Support Team can alert you when a shutdown is detected, helps confirm issues remotely, and provides real-time ETAs for technicians en route. With these enhanced diagnostics, we can guarantee that you will not be charged for Running on Arrival calls. Under the "No Running on Arrival Guarantee," Schindler will fully cover the cost of any callback during regular hours related to the following situations: Elevator or Escalator Running in normal operation, or running under any of the following special services modes: Independent service, Fireman's service (Phase I or Phase II), or Inspection operation. All other callbacks will be billed as outlined in the service agreement.

**Digital Premium (Coming Soon)** – The premium package is our top tier, and was created for customers requiring the most comprehensive level of service. Our premium package offers the highest level of functionality and support. The Premium tier also includes concierge level assistance for all of your service needs.

During the term of this agreement, you have the ability to adjust the tier you have selected at your convenience.

## CALLBACK RESPONSE TIME

We will respond to callbacks during regular working hours within an average of 4 hours of notification, and during overtime hours within an average of 12 hours of notification, unless we are prevented from doing so by causes beyond our control.

## HOURS OF SERVICE

We will perform the services during our regular working hours of regular working days, excluding elevator trade holidays. The services include 24 hour emergency minor adjustment callbacks. All other work outside the services will be billed at our standard billing rates. A request for service will be considered an "emergency minor adjustment callback" if it is to correct a malfunction or adjust the equipment and requires immediate attention (either due to a passenger entrapment, loss of access to a floor, or complete loss of elevator service) and is not caused by misuse, abuse or other factors beyond our control. The term does not include any correction or adjustment that requires more than one technician or more than two hours to complete.

## TERM

This Agreement commences on November 02, 2017, and continues until November 01, 2022, and shall renew (where permitted by applicable local law) for subsequent similar periods, unless terminated by either party upon written notice received by the other party at least 90 days prior to the above termination date or any renewal termination date, and not more than 120 days before the termination date.

## PRICE

In consideration of the services provided hereunder, you agree to pay us the sum of \$890.00 per month, payable in annual installments of \$10,680.00, exclusive of applicable taxes, unless another payment frequency option is selected below.

This Agreement does not include Schindler Digital. If you would like to choose a Schindler Digital tier, please indicate by checking below:

- Upgrade to the Digital Connect Package - \$10 per unit, per month addition.
- Upgrade to the Digital Enhance Package - \$20 per unit, per month addition.

The packages above are dependent upon applicable equipment type and hardware installation, which will be installed at the owner's expense. Please contact your Schindler Rep for more information.

## PRICE ADJUSTMENT

The contract Price and labor rates for extra work will be adjusted annually in January. This adjustment will be based upon the local labor rate adjustment for the year in which it is adjusted, and will be increased or decreased on the basis of changes to the local straight time hourly rate for mechanics. If there is a delay in determining a new labor rate, or an interim determination of a new labor rate, we will notify you and adjust the price at the time of such determination, and we will retroactively bill or issue credit, as appropriate, for the period of such delay. We also reserve the right to adjust the contract price quarterly / annually on the basis of changes in other expenses such as fuel, waste disposal, government regulations or administrative costs. Should you elect to take the annual pre-payment option, the price adjustment date will default to coincide with the invoice date.

The annual contract price adjustment will not apply to Schindler Digital. Schindler reserves the right to make adjustments to the monthly fee for the Schindler Digital tiers as additional value added features and functionality are added to the selected offering.

**PAYMENT OPTIONS**

(1) Please select a Method of Payment:

Direct Debit                      1% Discount (Attach Copy of voided check)

Credit Card                      3% Addition

Visa                       MC                       AMEX

Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Check

Other: \_\_\_\_\_

(2) Please select a Payment Frequency (Other than Annual):

Semi-Annual                      1% Addition

Quarterly                      3% Addition

Monthly                      5% Addition

**The attached terms and conditions** are incorporated herein by reference.

Acceptance by you as owner's agent or authorized representative and subsequent approval by our authorized representative will be required to validate this agreement.

Proposed:

Accepted:

\_\_\_\_\_

\_\_\_\_\_

By: Chanel Williams

By: \_\_\_\_\_

For: Schindler Elevator Corporation

For: The Lofts At The Collection

Title: Sales Representative

Title: \_\_\_\_\_

Date: January 12, 2017

Date: \_\_\_\_\_

Approved:

\_\_\_\_\_

By: Landon DeVille

Title: District Manager

Date: \_\_\_\_\_

## TERMS AND CONDITIONS

1. This is the entire Agreement between us, and no other terms or conditions shall apply. This service proposal does not void or negate the terms and conditions of any existing service agreement unless fully executed by both parties. No services or work other than specifically set forth herein are included or intended by this Agreement.
2. You retain your responsibilities as Owner and/or Manager of the premises and of the Equipment. You will provide us with clear and safe access to the Equipment and a safe workplace for our employees as well as a safe storage location for parts and other materials to be stored on site which remain our property, in compliance with all applicable regulations related thereto, you will inspect and observe the condition of the Equipment and workplace and you will promptly report potentially hazardous conditions and malfunctions, and you will call for service as required; you will promptly authorize needed repairs or replacements outside the scope of this Agreement, and observe all testing and reporting responsibilities based upon local codes. You will not permit others to work on the Equipment during the term of this Agreement. You agree that you will authorize and pay for any proposed pre-maintenance repairs or upgrades (including any such repairs or upgrades proposed during the first 30 days of this agreement), or we will have the option to terminate this Agreement immediately, without penalty to us. You agreed to post and maintain necessary instructions and / or warnings relating to the equipment.
3. We will not be liable for damages of any kind, whether in contract or in tort, or otherwise, in excess of the annual price of this Agreement. We will not be liable in any event for special, indirect or consequential damages, which include but are not limited to loss of rents, revenues, profit, good will, or use of Equipment or property, or business interruption.
4. Neither party shall be responsible for any loss, damage, detention or delay caused by labor trouble or disputes, strikes, lockouts, fire, explosion, theft, lightning, wind storm, earthquake, floods, storms, riot, civil commotion, malicious mischief, embargoes, shortages of materials or workmen, unavailability of material from usual sources, government priorities or requests or demands of the National Defense Program, civil or military authority, war, insurrection, failure to act on the part of either party's suppliers or subcontractors, orders or instructions of any federal, state, or municipal government or any department or agency thereof, acts of God, or by any other cause beyond the reasonable control of either party. Dates for the performance or completion of the work shall be extended by such delay of time as may be reasonably necessary to compensate for the delay.
5. You will assign this Agreement to your successor in interest, should your interest in the premises cease prior to the initial or any renewal termination date. If this Agreement is terminated prematurely for any reason, other than our default, including failure to assign to a successor in interest as required above, you will pay as liquidated damages (but not penalty) one-half of the remaining amount due under this Agreement.
6. The Equipment consists of mechanical and electrical devices subject to wear and tear, deterioration, obsolescence and possible malfunction as a result of causes beyond our control. The services do not guarantee against failure or malfunction, but are intended to reduce wear and prolong useful life of the Equipment. We are not required to perform tests other than those specified previously, to install new devices on the equipment which may be recommended or directed by insurance companies, federal, state, municipal or other authorities, to make changes or modifications in design, or to make any replacements with parts of a different design. We are responsible to perform such work as is required due to ordinary wear and tear. We are not responsible for any work required, or any claims, liabilities or damages, due to: obsolescence; accident; abuse; misuse; vandalism; adverse machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit) or excessive humidity; overloading or overcrowding of the Equipment beyond the limits of the applicable codes; adverse premises or environmental conditions, power fluctuations, rust, or any other cause beyond our control. We will not be responsible for correction of outstanding violations or test requirements cited by appropriate authorities prior to the effective date of this agreement.
7. Invoices (including invoices for extra work outside the fixed price) will be paid upon presentation, on or before the last day of the month prior to the billing period. Late or non-payments will result in:
  - (a) Interest on past due amounts at 1½% per month or the highest legal rate available;
  - (b) Termination of the Agreement on ten (10) days prior written notice; and
  - (c) Attorneys' fees, cost of collection and all other appropriate remedies for breach of contract.

8. If either party to this Agreement claims default by the other, written notice of at least 30 days shall be provided, specifically describing the default. If cure of the default is not commenced within the thirty-day notification period, this Agreement may be terminated. In the event of litigation, the prevailing party will be entitled to its reasonable attorneys' fees and costs. If you elect to modernize any or all of the Equipment during the term of this agreement, you will give us the option, within a reasonable time, to prepare an offer for the work and/or evaluate competitor proposals and compare scope of work and price. If we are unable to match price and scope of work, or present an alternative proposal, this Agreement may be canceled with ninety (90) days written notice.

9. Any proprietary material, information, data or devices contained in the equipment or work provided hereunder, or any component or feature thereof, remains our property. This includes, but is not limited to, any tools, devices, manuals, software (which is subject to a limited license for use in this building/premises/ equipment only), modems, source/ access/ object codes, passwords and the Schindler Direct feature ("SD") (if applicable) which we will deactivate and remove if the Agreement is terminated.

10. You will prevent access to the Equipment, including the SD feature and/or dedicated telephone line if applicable, by anyone other than us. We will not be responsible for any claims, losses, demands, lawsuits, judgment, verdicts, awards or settlements ("claims") arising from the use or misuse of SD, if it or any portion of it has been modified, tampered with, misused or abused. We will not be responsible for use, misuse, or misinterpretation of the reports, calls, signals, alarms or other such SD output, nor for claims arising from acts or omissions of others in connection with SD or from interruptions of telephone service to SD regardless of cause. You agree that you will defend, indemnify and hold us harmless from and against any such claims, and from any and all claims arising out of or in connection with this Agreement, and/or the Equipment, unless caused directly and solely by our established fault.

11. Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.

12. Schindler Elevator Corporation is insured at all locations where it undertakes business for the type of insurance. You agree to accept, named as certificate holder, in full satisfaction of the insurance requirements for this Agreement, our standard Certificate of Insurance. Limits of liability as follows:

- (a) Workers' Compensation - Equal to or in excess of limits of Workers' Compensation laws in all states and the District of Columbia.
- (b) Comprehensive Liability - Up to Two Million Dollars (\$2,000,000.00) single limit per occurrence, Products/Completed Ops Aggregate \$5,000,000.
- (c) Auto Liability - \$5,000,000 CSL.
- (d) Employer's Liability - \$5,000,000 Each Accident/Employee/Policy Limit.



thyssenkrupp Elevator, Corporation, 2880 Ualena St. Honolulu, HI. 96819

The Collection  
Al Guzman, General Manager  
600 Ala Moana Blvd.  
Honolulu, HI. 96813

Elevator Technology

05/12/2017  
Page 1/1

**RE: The Lofts – Elevator Maintenance**

Aloha Al,

Thank you for allowing thyssenkrupp Elevator to survey the vertical transportation equipment at The Lofts this week.

After completing the survey and reviewing the type of Schindler equipment that has been installed, it's been determined by our ITS (International Technical Services) department has not yet developed the manuals, tools and other support capabilities to maintain this proprietary elevator system. Unfortunately, this means that we will have to decline your invitation to provide an elevator maintenance agreement for you to review.

If our capability to maintain this equipment changes in the future, then I will be happy to notify you and provide you with the full scope of our ability to service and repair these units.

Once again, thank you for thinking of tkE and we look forward to servicing the high-rise elevators at The Collection in the future. Please feel free to let me know if you have any questions and/or concerns regarding the above.

Sincerely,

A handwritten signature in black ink that reads "Kerry Borthwick".

Kerry Borthwick  
Account Manager  
thyssenkrupp Elevator

## REQUEST FOR ACTION

<b>To</b>	The Collection Board of Directors				
<b>Subject</b>	The Collection Landscape Maintenance				
<b>Preparer</b>	Al Guzman, General Manager				
<b>Date</b>	May 8, 2017	<b>For Board</b>	x	<b>Action</b>	<b>Info</b>

### EXECUTIVE SUMMARY

After Substantial Completion of construction, General Contractor, Hawaiian Dredging, contracted with The Collection's Landscape installers, Takano Nakamura Landscaping, to continue landscaping services through June 14, 2017 so that the installed landscape could take root and be nurtured.

In order to maintain curb appeal, property values and the general beauty of the entire project, appropriate attention is required to insure The Collection's landscaping is maintained.

The options to continue landscape maintenance after June 14, 2017 are **a)** Continue landscaping services with a 3<sup>rd</sup> party **b)** perform the landscape maintenance inhouse.

Three Landscape Contractors were asked to submit proposals. They were Ultimate Innovations, Performance Landscapes and Takano Nakamura Landscaping. Their pricing were as follows.

Ultimate Innovations: **Landscaping** \$84,188 Annually  
 Performance **Landscaping** \$34,178 Annually  
 Takano Nakamura **Landscaping** \$148,272 Annually (includes Tree Trimming)

### RECOMMENDATION

It is recommended that Performance Landscapes be selected to maintain The Collection's Landscaped areas exclusive of trees above the 10ft level.

### RATIONALE

Performance Landscapes maintains upscale landscapes at properties such as The Colony, Laulima, Waterfront Towers, Beach Villas at Ko'olina. Their pricing is significantly less than Ultimate Innovations and Takano Nakamura Landscaping and they provide quality work.

<b>Exhibits</b> (If applicable)	<b>Index</b>	<b>Title</b>
	A	The Collection Landscape Areas
	B	Comparison
	C	Proposal Ultimate Innovations
	D	Proposal Performance Landscapes
	E	Proposal Takano Nakamura Landscaping

<b>FOR BOARD USE ONLY</b>					
<b>CERTIFICATE OF BOARD ACTION</b>					
<input type="checkbox"/> Approved	<input type="checkbox"/> Declined	<input type="checkbox"/> Noted	<input type="checkbox"/> Returned	<input type="checkbox"/> Deferred	<input type="checkbox"/> Withdrawn
<b>Stipulations</b>					
<b>Coordinating Instructions</b>					
<b>Distribution Instructions</b>					
<b>Recording Secretary</b>		<b>Action Date</b>		<b>RFA No.</b>	3

## The Collection Landscape Contractor Comparison

line	Contractor	General Scope	Staff	Monthly	Annually	Customers include	Comments
1	Ultimate Innovations	Irrigation Inspection, Mowing, Trimming, Trees below 10', Weeding, Fertilizing, Insect and Disease Control	3 staff on site, 3 days per week	\$7,016	\$84,188.45	400 Keawe, Allure Waikiki, Four Seasons, Koolina, Water Mark & Maui Kamaole	
2							
3	Performance Landscaping	Mowing, Edging, Hedge Trimming, Weeding, Application of Mulch & Organic solutions, Fertilizing, Pesticide, Herbicide & Irrigation Inspection	2-3 staff, 2 days per week	\$2,848	\$34,178.00	The Colony, Laulima, Waterfront Towers, Beach Villas at Koolina	
4							
5	Takano Nakamura Landscaping	Did not specify	Did not specify but crew member stated 3 staff, 2 days per week	\$12,356	\$148,272.19	Did not specify	Installers of The Collection's Landscaping and current landscapers