



May 28, 2019  
 The Collection Board of Directors Meeting  
 General Manager’s Report  
 Submitted by Al Guzman

## ADMINISTRATION

### 1. The Collection Visitor Counts

Month	Count
2019 Jan	1,399
2019 Feb	1,164
2019 Mar	1,252
2019 Apr	1,229

### 2. 2019 Violations

<b>2019 Violation Letters Issued</b>	Jan	Feb	Mar	Apr	YTD
Smoking	1				1
Over Watering on Lanai				1	1
Failure to Register Guest	1				1
Short Term Rentals					0
Speeding					0
Pet Related			1		1
No Vehicle Decal/Registration	9	69			78
Resident in Guest Parking				1	1
Parking Infraction			1		1
No Headlights				3	3
Lanai Storage					0
Oil Stains			1		1
Amenity Cancellation					0
Improperly Stored Items	3			4	7
Other	2	1	2	1	6
<b>Total Letters Issued</b>	<b>16</b>	<b>70</b>	<b>5</b>	<b>10</b>	<b>101</b>
<b>Waived Violations (Mgt. Error)</b>	<b>1</b>				<b>1</b>
<b>FINES ISSUED</b>	<b>1</b>	<b>3</b>			<b>4</b>

### 3. Annual Meeting

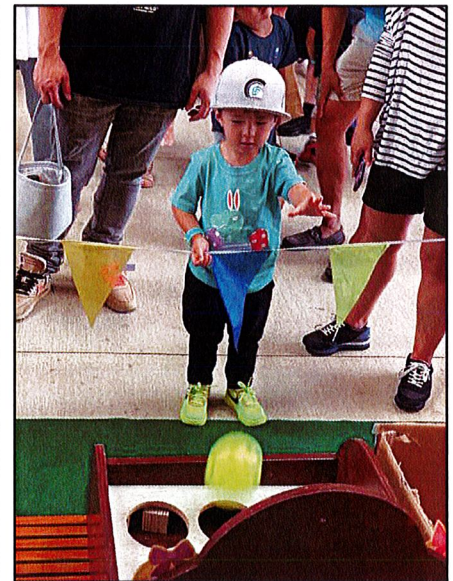
The Collection’s Annual Meeting was held on 4/25/19 at Salt’s Barn across the street from the Tower main lobby. Two new Board members were elected; Kevin Kwan and Edison Ting. The Collection Board of Directors and officers now consist of the following:

**President:** Rodney Funakoshi  
**Vice-President:** Dr. Wei-Kung Wang  
**Secretary:** Debbie Ishihara-Wong  
**Treasurer:** Joseph Krahulik  
**Director:** Edison Ting

**Director:** Kevin Kwan  
**Director:** Taylor Nguyen  
**Director:** Dr. Henry Lew  
**Director:** Tyler Street

**4. 2019 Easter Event**

The Easter event was held on 4/13/19, from 10am to 12pm at Salt’s Barn. Participants included The Collection, One Water Front Towers, Keola La’i and Keahou Lane. There was popcorn, musubi’s, sandwiches and prizes for all the kids who participated in the games. The Easter Bunny made an appearance and the tattoo artist was there as well. Residents of the all the condos attended and everyone had a good time. Thank you to Desmond Oliveira who coordinated the event and to the many volunteers. The Collection volunteers included GM Al Guzman, Resident Ray Aguda, Board Member Rodney Funakoshi and his wife, Wendy, Ops Manager, Charles Poepoe, Tower resident, Alexias Schmidt and to the Maintenance Staff, Residential Specialists and Housekeeping for assisting as well.



**5. Solar Photovoltaic Update**

On Tuesday, 4/27/19, Wendell Choy met with Board President Rodney Funakoshi, Director Kevin Kwan, Resident Darold Wong and myself and discussed the pros and cons of direct purchase versus PPA (lease). The project is moving forward as more information is being gathered.

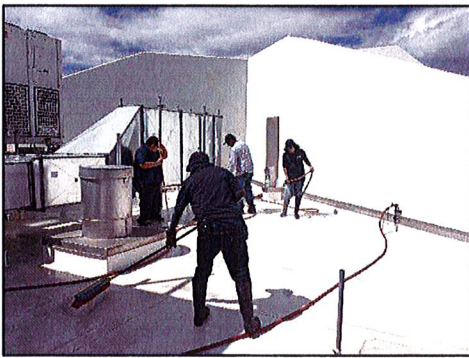
**6. State of Hawaii Elevator Inspection**

On 5/1/19, the State of Hawaii Elevator Inspectors inspected the Tower and Lofts elevators and elevator equipment rooms. No major discrepancies were found. Re-programming of the Tower elevator phones needs to be done. Thyssenkrupp will be advised. The Lofts had no elevator discreps.

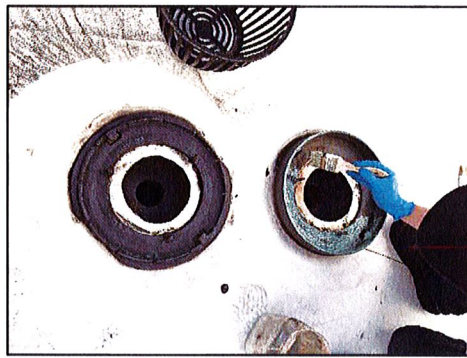
**OPERATION**

**1. Preventive Maintenance**

Various cleaning and preventive maintenance are scheduled every month. The first half of each month is spent on these tasks that include: Cleaning fan coil units, checking exhaust fans, drain cleaning, elevator track cleaning



Bi annual roof top cleaning



Corrosion Inhibitor application



Bi-Annual Garage Sweeping



Tree Trimming



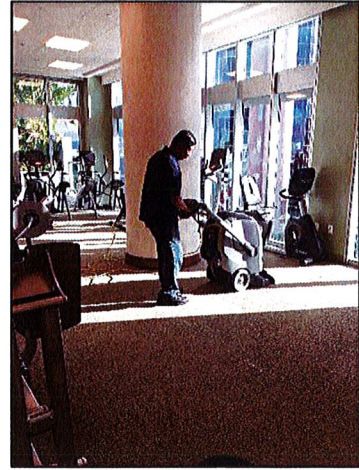
Furniture Refinishing



Stone Cleaning



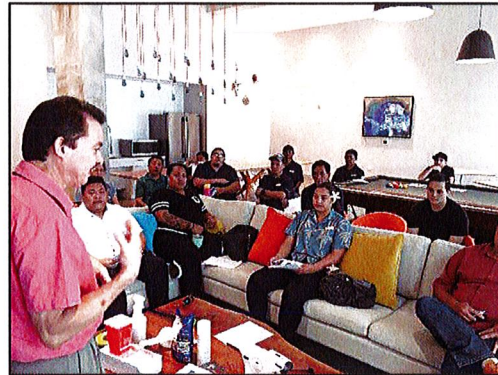
High Dusting



Pressure Washing the Precast Walls and Fitness Room Carpet Extracting

## 2. Bloodborne Pathogens Training

On 4/18/19, Billy Cressman of Crestek provided training to the staff on how to properly clean areas contaminated by bodily fluids. Training included classroom, video and testing.



## 3. Hawaii Energy Walk Through

On 4/12/19, Hawaii Energy Representative Rachel Fukumoto took about 90 minutes to walk The Collection Site (Tower, Lofts and Garage) to look at the various equipment and lighting and to note any areas where improvements can be made to save on electricity costs. Energy Saving Equipment included Booster Pumps, Pool Pumps, Packaged HVAC systems & gas heaters. Areas where we can save include the Lofts decorative bulbs in fitness room and Tower ground floor elevator lighting.

See full report attached.

## 4. Quarterly Fire Alarm Testing

On 4/24/19, we performed quarterly Fire Alarm testing. Island Signal and Sound was on site to evaluate the testing and note any areas of concern. Testing consisted of audible and visual testing for the Tower, floors 31 – roof top. Residents were advised that unit doors would be opened to confirm the devices

inside the units were working properly. As the alarms were sounding, staff and contractors knocked and opened doors.



#### 5. Lofts Door Lock Recall

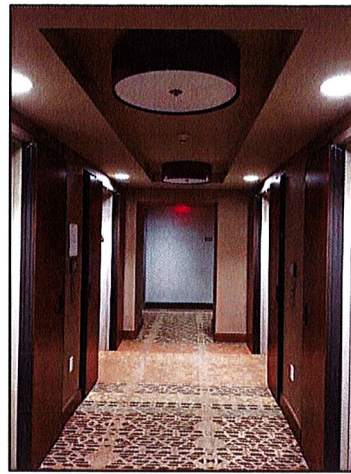
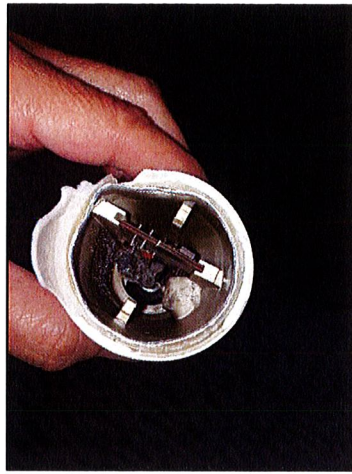
On 12/12/18, the Consumer Product Safety Commission issued a recall on Dormakaba USA Stanley Commercial Locksets. 54 of the locksets were installed during construction at the Lofts residential units by Island Pacific Distributors (IPD). The recall stated, “the lockset can fail to open, posing an entrapment hazard and inability to vacate a location in an emergency.”

The initial lock sets that were sent were not compatible with The Lofts Doors. Compatible lock sets were sent and the replacement is scheduled for June 4 – 6. Loft residents were advised to sign up for the replacement.



#### 6. Tower Elevator Landing Lights

On 4/15/19, a burnt out LED bulb on the 5<sup>th</sup> floor elevator landing activated the Fire Alarm. The temperature of the other bulbs on the elevator landings ranged from 147 to 189. As a precaution, all Tower elevator landing bulbs (376) were disconnected. Lighting levels at the landings appeared to be satisfactory. Having the bulbs remain disconnected would save The Collection about \$6,000. Will continue to monitor.



**7. Security Camera and Storage Upgrade**

In March 2019 Contractors (CCSI, Cam Security and ADT) were contacted to provide bids to increase the storage capacity of the security camera video as well as installing cameras from the 8<sup>th</sup> to the 43<sup>rd</sup> floor. Several site walks were and are still being performed by their electricians and technical staff to learn the existing system and various crawl spaces and access areas. Various proposal options were provided.

The request was then refined to ensure any proposed equipment were compatible with The Collection’s existing servers and software. The formal Request for Proposal was then sent to CCSI, Johnson Controls, CAM Security, Integrated Security Technologies (IST) and ADT. Of those contractors, CCSI, Integrated Security Technologies and ADT responded. Their costs are listed below.

Security Camera and Storage Upgrade	
CCSI (90 day storage)	\$183,300
IST ( <b>Does not include</b> Electrical or Carpentry work)	\$153,005
ADT (did not comply with RFP, however, assures their product is compatible with existing equipment and software)	\$132, 770

Full Proposals are attached.

**8. Tower Submetering Repairs**

On 4/29/19, Ikehu Utility Solutions (part of MultiFamily Utility) reported that the controllers for submeters on the 14<sup>th</sup> and 17<sup>th</sup> floors of the Tower needed to be replaced. Prior to this advisement, Ikehu’s technician worked with the manufacturer (Siemen’s) to resolve the issue, however, it was determined that the controllers needed replacing. See RFA for replacement cost.

## 9. Garage Safety

On 5/13/19, Brian Uchima of Risk Evaluation and Lost Control performed an inspection of The Collection's Garage. The purpose of the inspection was to identify any solutions that would correct any safety concerns and suggest things that would increase safety. The suggestions were to:

- a) Paint driving lanes on the ewa turns in the garage



- b) Post "Use Headlights So You Are Visible to Others" sign at the entry gate.



Full report attached.

## 10. Kitchen Faucet Hose

Grohe completed the manufacturing of replacement hoses for the Tower Kitchen Faucet Sinks and have shipped the items. Upon arrival, we will coordinate the replacement using Commercial Plumbing at no charge to the residents. Replacement will occur in June 2019.



**11. Master Bathroom Shower Tile**

One of the Tower unit owners reported observing moisture on the bottom of the drywall that was adjacent to the Master Bedroom Shower. In April 2019, a tile contractor removed the shower tiles and his opinion was that the waterproofing was installed incorrectly.

The tile manufacturer, Noble Company, sent their representative to look at the waterproofing behind the tiles. He related the tile and waterproofing were installed incorrectly.

This writer had Hawaiian Dredging, the General Contractor for The Collection's construction inspected the shower.

Solution to this issue is being processed.



To: Board of Directors & Al Guzman, General Manager of The Collection

Aloha,

A walkthrough of The Collection was completed by myself and Al Guzman, General Manager on April 12, 2019. Mechanical equipment including HVAC systems, pump and motors, and water heaters were reviewed, as well as lighting in common areas. Please note that the Hawai'i Energy walkthrough is a high-level review of the building meant to identify general areas of success or improvements regarding energy efficiency. This should not be a substitute for a formal energy audit completed by a licensed company if required by the property.

#### Areas of Success:

The following equipment were identified as being energy efficient and/or should not be areas of concern for immediate replacement:

- HVAC systems (packaged units)
- Domestic Water Pumps w/ Variable Frequency Drives
- Pool Pumps
- Water Heaters for Spa/Pool – gas heated

#### Recommendations:

All lights that are not currently LEDs should be retrofitted. Light fixtures and bulbs were assessed during the walkthrough, however could not be confirmed as many bulbs were inaccessible or out of reach. However, a few areas of potential for LED retrofits were identified and should be evaluated further:

- Recreation Room (The Collection – Lofts): decorative A-shape bulbs
- Lobby/Hallway (The Collection – art gallery area): PAR lamps
- Elevator areas: Screw-in lamps

Hawai'i Energy recommends a couple of options to begin an LED retrofit:

**Option 1: I am using in-house staff for the installation, and only need to purchase materials (i.e. bulbs and fixtures).**

We recommend purchasing qualified LED light bulbs from an Instant Rebate Lighting Distributor. Participating distributors will be able to provide an instant discount on qualified light bulbs at the time of purchase. No application or other paperwork is needed to receive the rebate. Participating distributors can be found here: <https://hawaiienergy.com/find-a-contractor/find-a-lighting-distributor-instant-rebate-contractor>

**Option 2: I would like to use a contractor to provide materials and labor for my LED retrofit.**

You may use your current contractor, or find a lighting contractor here:

<https://hawaiienergy.com/find-contractor?toc=Business&island=Oahu&tosp=Installation+Contractor&specialty=Lighting&name=&type=search-contractor>

Please request from your contractor to quote/propose lamps that are certified in either Design Lights Consortium (DLC), ENERGY STAR, or Lighting Facts. Hawai'i Energy will only be able to provide rebates on light bulbs or fixtures that have these certifications to ensure quality and safety control, as well as energy efficiency verification.

In order to receive the rebate, you will need to submit the following to Hawai'i Energy:

- Application: [https://hawaiienergy.com/files/for-businesses/incentives/application\\_commercial-incentive.pdf](https://hawaiienergy.com/files/for-businesses/incentives/application_commercial-incentive.pdf)
- W-9 tax form for electric utility account holder (signed and dated in 2019/current year)
- Final Itemized Invoice (must include bulb quantity, model #)
- Product specification sheets (for each model # - can be requested from contractor)

All completed documents can be emailed to: [Rachel.T.Fukumoto@leidos.com](mailto:Rachel.T.Fukumoto@leidos.com)

Thank you for taking the time to consider energy efficiency upgrades for The Collection. I will be available to assist and guide you through any of your efficiency projects. If you have any questions, please feel free to contact me.

Mahalo,

Rachel Fukumoto



**Rachel Fukumoto**

Energy Advisor

1132 Bishop Street | Suite 1800 | Honolulu | HI | 96813

office: 808.848.8554 | fax: 808.521.1446

4/5/19

The Collection  
CCTV SURVEILLANCE UPGRADE RFP

**1. SCOPE OF WORK**

Security Contractor shall furnish, deliver, install, service, and warranty a new CCTV System Upgrade (CSU) to include:

- a. a comprehensive review of the existing CCTV System
- b. installation of cameras on floors 8 to 43 in approved areas
- c. upgrade, add, or modify the existing CCTV system & servers to accommodate all cameras in a single integrated system capable of 90-120 days of surveillance footage retention
- d. provide an annual maintenance agreement for the integrated CCTV System.

Security Contractor shall supply all equipment and labor necessary for proper function and connectivity. The Security Contractor is also responsible for any electrical, conduits, patching, and painting required. The installed CSU and materials shall meet the manufacturer's specifications and be ready for operation as a turn-key system. Security Contractor to provide all programming and training required for "The Collection" personnel to operate the equipment.

**2. SERVICE, REPAIR AND MAINTENANCE FOR SECURITY SYSTEM AND MATERIALS**

Security Contractor must be able to provide local service, repair, and training, in the state of Hawaii, with a full service office located on Oahu, for all Security System equipment submitted in the proposal, including manufacturer's warranty work.

**3. CODES, SAFETY STANDARDS AND INSURANCE**

All project work to be conducted in accordance with industry standards, applicable laws, codes, regulations, and safety standards required by the state and local authorities for transportation, installation, and removal of project materials. Security Contractor shall have a current C-15 Security Contractor license and provide documenting evidence. Security Contractor must provide a current certificate of insurance in compliance with the state minimum insurance requirements for Security Contractor's document.

**4. QUALITY ASSURANCE**

a. INSTALLER QUALIFICATION

Minimum of five years' experience installing and maintaining CCTV systems. After-sales support: the Security Contractor shall be a factory- authorized and trained dealer of the system and shall be factory-trained and certified to maintain/repair the system after system acceptance

b. MANUFACTURER QUALIFICATION

The system shall be the standard product of one manufacturer, and the manufacturer shall have been in business manufacturing similar products for at least 5 years. Manufacturer's quality system: registered to ISO 9001:2000 quality standard.

## 5. RFP SCHEDULE

The schedule for this RFP is as indicated below. It may be modified at the discretion of The Collection. An addendum will be issued in the event of any scheduling changes.

Project Milestone	Date/Time
RFP Advertised/released	4/5/19
Mandatory Site Walk/Pre-Proposal Conference	1 week after release (4/12/19)
Requests for Information (RFIs) Due	3-4 business days after site walk (4/17/19)
Answers to RFIs distributed	3 business days after RFIs submitted (4/22/19)
Notice of Intent to Submit Proposal	2 business days after RFIs answered (4/24/19)
Proposal Due	4 weeks after RFP release (5/3/19)

### a. MANDATORY SITE WALK

Mandatory pre-bid meeting and site walk are scheduled for 4/12/19 at 9am for those bidders who have not already walked the site (note: some bidders previously submitted proposals and have already walked the site. They will revise their current bids to comply with this RFP). Those who haven't are required to walk the site. Participants will meet at The Collection at 600 Ala Moana Blvd at the time stated above. Technical questions will not be answered at this meeting.

Site walk is scheduled for 4/12/19. Please submit the names of those attending the site walk by 4/10/19.

### b. REQUEST FOR INFORMATION

Please submit questions via email to The Collection at GM@TheCollectionHonolulu.com by 4/16/19. Responses to questions will be shared with all bidders.

### c. NOTICE OF INTENT TO SUBMIT PROPOSAL

Respondents must present their notice of intent to submit a proposal to The Collection at GM@TheCollectionHonolulu.com by 4/24/19 at 2pm to ensure receipt of all addendums and other project documents. Addendums to this RFP based on submitted technical questions, along with changes to the proposal schedule, will be issued via email.

### d. RFP SUBMISSION GUIDELINES

Hard copy and electronic submission. Please provide 1 original and electronic copies.

**5. INSTALLATION WARRANTY**

Security Contractor shall warrant the installation and designed operation of the CCTV System. This includes equipment, accessories and software for a period of one year from date of project completion.

**6. SEQUENCING AND SCHEDULING**

Security Contractor will provide an estimate for the project duration with the proposal. Selected Security Contractor, following a pre-construction meeting, shall provide a construction schedule including start date, completion date, per-day working hours and tasks

**7. EQUIPMENT SPECIFICATIONS****a. CCTV SYSTEM- NETWORK VIDEO MANAGEMENT SOFTWARE (NVMS) SYSTEM, STORAGE, AND CONFIGURATION REQUIREMENTS**

- i. 90 – 180 days of storage on premise
- ii. New installation must be fully integrated into the existing CCTV System
- iii. 15 frames per second motion recording on all cameras
- iv. If part number stated it is a 2mp camera it should be recording at 2mp, 15 frames per second.
- v. Acceptable Products: Milestone XProtect Professional

**b. PERIPHERAL EQUIPMENT SHALL BE AS FOLLOWS:**

- i. Network Equipment to be CISCO 2960-X Series POE Switches
- ii. IP Cameras
  1. AXIS P3717-PLE
  2. AXIS M3057-PLVE
  3. AVIGILON H4 Fisheye
  4. AVIGILON H4 Multi-Sensor
- iii. Power Battery Backup
  1. Minuteman
  2. APC
  3. Triplite

**c. No substitutions allowed****9. Contract Breakdown**

Security Contractor to complete all attachments

**10. MAINTENANCE AGREEMENT**

MAINTENANCE AGREEMENT SHALL BE IN (4) ELECTABLE PARTS FOR EACH OPTION.

1. TEST AND MAINTAIN – SECURITY CONTRACTOR'S TRAINED TECHNICIANS WILL PERFORM INSPECTIONS AND DIAGNOSTIC TESTS FOR ALL ACCESSIBLE PERIPHERAL DEVICES LISTED AND CURRENTLY CONNECTED TO THE FACILITY SECURITY SYSTEM. THE INSPECTION WILL BE SCHEDULED ON A SEMI-ANNUAL BASIS FOR CLEANING AND TESTING. TESTS WILL BE SCHEDULED IN ADVANCE AT THE CONVENIENCE OF CUSTOMER'S STAFF.
2. STANDARD SERVICE (PROVIDED DURING NORMAL WORKING HOURS, MON – FRI, 8:00 A.M. – 5:00 P.M., EXCLUDING HOLIDAYS). THIS PROVISION INCLUDES LABOR, TRAVEL, AND MILEAGE CHARGES FOR REPAIRS ASSOCIATED WITH NORMAL EQUIPMENT FAILURES. EMERGENCY SERVICE WILL BE PROVIDED WITHIN 24 HOURS OF NOTIFICATION MONDAY THROUGH FRIDAY, 8:00 A.M. TO 5:00 P.M.
3. 24-HOUR/7-DAY SERVICE (PROVIDED 24 HOURS A DAY, 7 DAYS A WEEK, INCLUDING HOLIDAYS). THIS PROVISION INCLUDES LABOR, TRAVEL, AND MILEAGE CHARGES FOR REPAIRS ASSOCIATED WITH NORMAL EQUIPMENT FAILURES. EMERGENCY SERVICE WILL BE PROVIDED WITHIN 24 HOURS OF NOTIFICATION. THIS PROVISION COVERS LABOR TO TROUBLESHOOT AND DIAGNOSE SYSTEM PROBLEMS, AND THE LABOR TO REPLACE FAILED DEVICES, DURING ABOVE EXCLUDED HOLIDAY PERIODS PARTS COVERAGE FOR LISTED ELECTRONIC SYSTEMS: ADDITIONALLY, THESE SPECIAL PROVISIONS COVER COMPONENT REPLACEMENT ON THE CENTRAL PROCESSING UNIT, TO INCLUDE REPROGRAMMING OF SYSTEM DUE TO FAILURE, REPLACEMENT OF CIRCUIT BOARDS, AND ALL COMPONENTS OF THE CCTV SYSTEM. PARTS COVERAGE FOR LISTED ELECTRONIC SYSTEMS: ADDITIONALLY, THESE SPECIAL PROVISIONS COVER COMPONENT REPLACEMENT ON THE CENTRAL PROCESSING UNIT, TO INCLUDE REPROGRAMMING OF SYSTEM DUE TO FAILURE, REPLACEMENT OF CIRCUIT BOARDS, AND ALL COMPONENTS IN THE DIGITAL RECORDERS, CONTROL PANELS, KEYPAD/ANNUNCIATOR PANELS, PRINTERS, KEYBOARDS, AND PERIPHERAL DEVICES (CARD READERS, CCTV CAMERAS, POWER SUPPLIES, MOTION SENSORS, DOOR CONTACTS, ETC.) ASSOCIATED WITH SYSTEM

#### TECHNICAL MANUALS/TRAINING AND INSTRUCTION

The Security Contractor shall provide (4) Four copies of the operating and maintenance manuals for the security system to make them fully operational. The Security Contractor shall provide two technical manuals and training to the designated staff of "The Collection" to operate the CCTV SYSTEM

#### SAFETY REQUIREMENTS

All items, materials, accessories and components offered shall meet all applicable Federal, Hawaii State and County safety requirements.

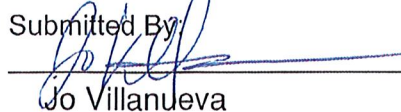
**ATTACHMENT A  
CCTV SURVEILLANCE UPGRADE RFP Contract  
Breakdown**

**Respondent to complete pricing as follows**

Description	<u>Contract Terms</u>		Total
	Equipment	Labor	
NVMS & Storage- new hardware ( <del>60</del> 90 days retention)	\$19,000	\$2,200	\$21,200
NVMS & Storage- new hardware (120 days retention)	\$22,000	\$2,200	\$24,200
NVMS & Storage- upgrade existing hardware ( <del>60</del> 90 days retention)	\$10,000	\$2,500	\$12,500
NVMS & Storage- upgrade existing hardware (120 days retention)	\$13,000	\$2,500	\$15,500
Cameras includes Licensing & Network Switches	\$36,000	\$11,000	\$47,000
Electrical- Power & Conduits (lump sum ok)	X	X	\$22,600
Carpentry- Patching & Painting (lump sum ok)	X	X	\$80,000
SUBTOTAL:			

**Note: Prices are for stand alone equipment.**

Offerers Company Name:  
Communication Consulting Services, Inc.

Submitted By:  5/14/2019  
Jo Villanueva

Date: May 10, 2019

**ATTACHMENT B  
CCTV SURVEILLANCE UPGRADE RFP Maintenance Contract  
Breakdown**

**Respondent to fill in pricing as follows**

Description	Test & Maintain	Standard Service	24hr / 7day Service	Parts Coverage
Option 1 Existing Sec System	\$ 5,650.00	\$ 2,680.00	\$ 2,000.00	\$ 5,000.00
Option 2 If CCSI installs upgrade, above charges will be applicable to include upgraded system	\$	\$	\$	\$
Option 3	\$	\$	\$	\$

**Option 1**

**Test & Maintain**

Bi-annual cleaning of Cameras  
Annual inspection and testing of Car Readers, Door Contacts, REX, and Intercoms  
Firmware & Software Updates and Camera Calibration  
Access Control DataBase and Configuration Backup

**Standard Service**

Monday- Friday, 8:00am-5:00pm (excluding CCSI holidays) Labor and travel associated with normal equipment failure. Response will be within 24 hours of notification Monday-Friday, 8:00am -5:00pm.

**24hr/7day Service**

(Added to Standard Service) 24hour/7day Service a week, including holidays)

**Parts Coverage**

Replacement of System Electrical Parts due to Failure (Parts such as CCTV Camera, Card Readers, Intercom, Power Supply and Central Processing Unit.

**Option 2**

If CCSI installs upgrade and installs additional Security Cameras all new equipment will be inclusive with the maintenance in Option 1.

Offerers Company Name: Communication Consulting Services, Inc.

Submitted By: Gael Masabi

Date: 5/14/2019

ATTACHMENT D  
**CCTV SURVEILLANCE UPGRADE RFP Subcontractor List**

**Respondent to list subcontractors**

Looking Glass Corporation  
2298 Alahao Pl, Kalihi  
Honolulu, HI 96819

Offerers Company Name:  
Communication Consulting Services, Inc.

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

Jo Villanueva

Date: 5/14/2019



## **Customer Contract**

### **Project Information**

The Collection (CCTV - Milestone)  
604 Ala Moana  
Honolulu HI 96850

### **IST Contact**

Kory Rasmussen  
808-836-4094

### **Prepared**

5/3/2019  
ISTQ9796

### **Integrated Security Technologies, Inc.**

**94-1388 Moaniani St., Ste 204  
Waipahu, HI 96797  
808-836-4094 | 808-836-4095**

The data contained in all pages of this proposal has been submitted in confidence and contains trade secrets and/or privileged, or confidential information. Such data shall be used or disclosed only on reevaluation purposes, provided that if a contract is awarded to this proposer as a result of or in connection with the submission of this proposal, the Customer shall have the right to use or disclose the data herein to the extent provided in this contract. This restriction does not limit the Customer's right to use or disclose data obtained without restriction from any source, including the proposer.

**1. Governing Terms.**

This proposal, when signed by IST and Customer, shall constitute a binding agreement between the parties. This proposal is expressly conditioned upon the acceptance of each and every term hereof, and no other terms and conditions, including any terms and conditions attached to Customer’s request for quotation, acknowledgment, purchase order or other documentation, shall apply. Any additional or different terms and conditions proposed by Customer, either before or after the date of this proposal and whether material or immaterial in character, are hereby rejected, and any proposed additional or different terms and conditions shall not be deemed a part of the parties’ agreement unless and until expressly agreed to in writing by an authorized representative of IST. As used herein, "Agreement" refers to this proposal as accepted and executed by the parties.

**2. Description of Work.**

**Project Name** – The Collection (CCTV - Milestone)

**Equipment Details** – Attachment (1)

**Location of Work** – 604 Ala Moana

**IST Scope:**

- Provide and install additional cameras in elevator lobby on floors 8 – 43
- Provide and install new server with additional storage capacity

**Customer Scope: The Collection**

- Provide access to all areas required to complete the installation work specified.
- Provide an escort if/when required.

**Timeline** – A specific start and or completion time frame has not been stipulated by the Customer yet.

**Hours of Work:** Standard business hours will be 7:00am to 4:00pm HST, Monday through Friday.

**3. Project Pricing.**

The official IST quotation can be found as an attachment to this proposal containing all hardware and professional services required to accomplish the tasks outlined in this proposal. The proposal solution is provided at a firm fixed price which includes equipment, installation, warranty, and tax.

Table 1 – Project Pricing Overview

Description	Price
Labor & Equipment	\$144,920.20
Taxes	\$6,885.18
Shipping	\$1,200.00
<b>Total</b>	<b>\$153,005.38</b>

**NOTE** - This proposal is good for thirty days from date above and prices are based upon total purchase.

A fifty percent (50%) deposit  is  is not required. Balance will be due upon completion of the project.

For projects extending beyond thirty (30) days, progress billing will be instituted. Monthly progress billing begins once this Agreement is signed. Monthly progress billing will include all work completed for the month and materials/equipment delivered to and suitably stored at the installation site. If a location to store equipment is not provided by Customer, IST will store equipment in their warehouse for a rental fee.

**Restocking Fees:** A minimum twenty-five percent (25%) restocking fee will be charged with original packaging.

**Payment Terms:** Payment is due upon receipt of invoice. Customer's payment shall not be reduced or subject to any offset, retention, back-charge or other claims by reason of any term or condition not contained herein. Amounts not paid when due shall bear interest at the rate of one and one-half percent (1.5%) per month or the highest rate allowed under applicable law, whichever is lower, from the due date until paid in full. IST reserves the right, among other remedies, either to terminate this Agreement or to suspend further deliveries and services upon failure of Customer to make any payment as herein provided.

**Price Change Due to Customer Delay:** In the event that IST's performance under this Agreement is delayed as a result of any act or omission of Customer, its agents, or employees (including, without limitation, any delays in the project schedule caused by Customer), the price payable by Customer hereunder shall be subject to adjustment to account for any increases in the cost and time caused by such delay and any resulting interruption or suspension of IST's performance, including additional demobilization and remobilization costs and other costs associated with or necessarily resulting therefrom.

#### **4. Project Assumptions.**

- This proposal is good for thirty (30) days from date set forth on the face page hereof and shall be void if not executed by Customer and delivered to IST by such date.
- Prices are based upon total purchase.
- Copies of IST's insurance certificate will be provided to Customer upon request. Any changes made to the insurance certificate (such as an increase in policy, waivers of subrogation, addition of additionally insured, etc.) will be charged as an additional cost to Customer.
- Customer is responsible for granting permission, easements, and/or obtaining permits to install any cameras, network equipment, mounting hardware, etc. described in this proposal.
- Provision of space for mounting electrical equipment is to be provided by Customer. The space must have an operating environment suitable for the specified equipment.
- Except for items specifically listed in this proposal, Customer is responsible for installation of any and all electrical wiring, conduit, grounding, etc. necessary to connect and power the system.
- Customer is also responsible to provide clean 110VAC power and an isolated ground connection to the cold water building entry or equivalent.
- Supply and installation of risers, conduit between risers, raceways, core drilling and conduit will be provided by Customer.
- Sales and user taxes, permits and fees to the appropriate governmental authority are the responsibility of Customer.
- Unless specified in the proposal, lifts, construction elevators, cranes, extra-long ladders, hoists, etc. are to be provided by Customer.
- The cost of parking at the facility during the project duration is to be provided by Customer.
- Asbestos removal, if necessary, must be supplied by others and is excluded from this proposal.
- Any removal, repair or patch work required due to replacement of an existing system is not covered by this proposal.
- All conduit requirements must be supplied by others.

#### **5. Project Schedule.**

IST realizes the importance of delivering this solution in a timeframe conducive to Customer. The IST project lead, IST account manager and designated Customer Project Coordinator will develop a project schedule during the project kickoff meeting. Project timeline assumptions will be based on independent design, approval, procurement, and construction periods.

If there are unexpected changes made by Customer that impede the schedule, or any discrepancies are identified including, but not limited to, structural defects, hazardous conditions, existing system capacity, or discovered compatibility issues, IST may choose to accept the additional work or submit a change order proposal to Customer. Otherwise, IST may be forced to request an extension to the period of performance at an increased cost which may exceed the original proposed price.

Below is the project schedule, actual dates to be determined upon acceptance of proposal.

### **Project Schedule of Events:**

- Receipt of signed proposal and customer deposit/purchase order
- Project Kickoff Meeting
- Installation & Configuration of System
- Quality Assurance and Site Inspections
- Testing and Acceptance Consulting
- Project Close Out Meeting

### **6. Deliverables.**

IST will provide, upon request, the following deliverables and documents:

- Copy of signed proposal (Adobe Acrobat format)
- System Software (CD/DVD format)
- Hardware Documentation (misc. format)
- Listing of all equipment, including model #'s, serial #'s, etc. (Microsoft Excel format)

### **7. Limited Warranty.**

IST warrants that, for a period of one (1) year beginning upon the date of completed installation by IST or for a term equal to that provided by the original equipment manufacturer, whichever is less, the equipment specified in this Agreement, including, without limitation, all goods or parts thereof, shall be free from defects in material and workmanship under normal use and service for the purpose for which it is designed and in substantial conformance with IST's published specifications. The foregoing warranty does not cover and shall be void in the event of any damage to material or equipment caused by abuse, misuse, accidents, improper or inadequate testing, operation or maintenance, use in an unsuitable physical environment, use with inadequate facilities or utilities, or any attempted service, repair, alteration, modification, or installation performed by anyone other than IST or its authorized contractors, and the foregoing warranty does not cover products, components, or services warranted or supplied by another party. Customer's sole and exclusive remedy for any defective or nonconforming equipment shall be repair, replacement with either new or refurbished equipment, or credit, at IST's sole option, and such remedy shall be available only during the applicable warranty period. If Customer discovers a defect in the equipment purchased under this Agreement during the applicable warranty period, Customer shall immediately contact IST's offices, in writing or by telephone, at the address or current telephone number herein above set forth and shall fully describe the nature of the defect so that repair service may be rendered. Repaired or replaced equipment shall be subject to the original warranty period, which shall not be extended due to such repair or replacement, except to the extent required by any mandatory, nonwaivable provision of applicable law. THE FOREGOING WARRANTY IS EXCLUSIVE, AND IST MAKES NO OTHER WARRANTIES OF ANY KIND WHATSOEVER, EXPRESS OR IMPLIED, AND IST HEREBY EXPRESSLY DISCLAIMS ALL OTHER IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR USE OR PURPOSE.

### **8. Limitation of Liability.**

Except for the replacement or repair of any defective equipment during the warranty period as set forth above, IST shall not be liable or responsible for any incidental, consequential, indirect, punitive, or special loss or damages of any kind, including but not limited to lost revenues, lost profits, loss of goodwill or lost production, however caused, whether based on contract, tort (including negligence) or any other legal theory, and Customer waives any and all rights, claims, and remedies of Customer against IST for any liability, claim, or remedy for loss of or damage to the equipment or any part thereof, for loss of use, revenue, or profit with respect to the equipment, or for any other direct, incidental, or consequential damages whatsoever. IST's obligations hereunder are limited to repair or replacement of defective equipment or, at the option of IST, to refund the purchase price of the equipment claimed to be defective, without further obligation or expense. IST's maximum liability to Customer for any and all claims, losses or damages resulting from defective equipment or from any other cause whatsoever, regardless of the form of action, whether in contract, tort or under any products liability law, shall be limited to the purchase price paid by Customer for the equipment that is the subject matter of or directly related to the claim or action. In no event will IST be liable for any damage to the equipment or any other property or injury to or death of any third party using the equipment caused by or resulting from Customer's

failure to perform Customer's responsibilities, misuse of the equipment by Customer or any third party, or any modification or alteration of the equipment performed by Customer or any third party.

**9. Miscellaneous.**

- a. **No Assignment.** Customer may not assign its rights or delegate its performance hereunder without IST's prior written consent, and any attempted assignment or delegation without such consent shall be void.
- b. **Attorneys' Fees.** In the event of the bringing of any action or suit by a party hereto against another party hereunder by reason of any breach of any of the covenants, agreements or provisions on the part of the other party arising out of this Agreement, then in that event the prevailing party shall be entitled to have and recover of and from the other party all costs and expenses of the action or suit, including reasonable attorneys' fees and any other professional fees resulting therefrom, which costs, expenses and fees shall be included in and as part of any judgment rendered in such action. Such fees and costs shall also include any post-judgment attorneys' fees and costs incurred.
- c. **Force Majeure.** Neither party shall be responsible for, or be liable in any way for, any failure to perform or delay in performance to the extent due to "excusable delay." An "excusable delay" shall include any failure to perform or delay in performance that is due to any cause or contingency beyond such party's reasonable control, including, without limitation, acts of God, fires, floods, wars, sabotage, accidents, labor disputes or shortages, governmental laws, ordinances, rules and regulations, whether valid or invalid, inability to obtain material, equipment or transportation, failure or delay of IST's sources of supplies, delays or defaults of third parties, and any other similar cause or contingency. The occurrence of any "excusable delay" shall not extend the performance of any party for any period longer than the time required for such party, using its best efforts, to eliminate the cause of such excusable delay and to overcome the effects thereof
- d. **Notices.** All notices, requests, and other communications hereunder shall be in writing and shall be deemed to be given and received (i) when personally delivered by hand to the recipient, (ii) on the next business day when delivered by overnight courier service, (iii) when transmitted by means of telecopy or other wire transmission (provided that the original is delivered promptly by another method specified in this paragraph), (iv) when delivered by electronic mail ("email") to the recipient at the email address, if any, set forth under such recipient's name on the first page of this Agreement, or (v) three (3) business days after being sent by registered or certified first-class U.S. mail, return receipt requested (or comparable national postal system, if appropriate), postage prepaid, to the recipient at the address set forth under such recipient's name on the first page of this Agreement.
- e. **Amendments.** This Agreement constitutes the final written expression of all of the terms and conditions applicable to the transaction contemplated hereby, and is a complete and exclusive statement of those terms and conditions and supersedes all prior agreements between the parties hereto respecting such matters. The provisions of this Agreement may not be waived, altered, modified, amended, supplemented or terminated in any manner whatsoever except by written instrument signed by an authorized signatory of each party hereto.
- f. **Severability.** The provisions of this Agreement are severable. In the event any provision of this Agreement is held to be invalid or unenforceable by a court or governmental agency, such provision shall be ineffective only to the extent of such invalidity, without affecting the remainder of such provision or the remaining provisions of this Agreement, which shall continue in full force and effect.
- g. **Waiver.** No failure or delay by a party to exercise any right it may have by reason of the default of the other party shall operate as a waiver of default or modification of this Agreement or shall prevent the exercise of any right by the first party while the other party continues to be so in default.
- h. **Time is of the Essence.** Unless specifically stated to the contrary herein, time shall be of the essence for all events and actions contemplated hereunder.
- i. **Confidentiality.** This Agreement is strictly confidential by and among IST and Customer. IST and Customer each agree that it shall keep confidential the terms, conditions, or other facts of this transaction and shall not disclose

such information to any third parties without the prior written consent of the other party, except that a party shall have the right to provide such information to its lenders, consultants, and attorneys insofar as may be necessary for each party to carry out its obligations or enforce its rights pursuant to this Agreement, provided that the disclosing party shall instruct the aforesaid parties to maintain the confidentiality of such information.

**10. Acceptance.**

This Agreement may be accepted by Customer only by signing one copy of the Agreement and returning it to IST.

<b>Customer Company:</b>	Integrated Security Technologies, Inc.
<b>Customer's Signature:</b>	<b>IST Signature:</b>
<b>Customer Title/Name/Date:</b>	<b>IST Title/Name/Date:</b>



94-1388 Moaniani St., Ste 204 - Waipahu, HI 96797  
 Phone: 808.836.4094 - Fax: 808.836.4095

## QUOTATION

**ISTQ9796**

**Sold To:** The Collection  
 Al Guzman  
 604 Ala Moana  
 Honolulu, HI 96850  
 United States

**Phone:**  
**Fax:**

**Ship To:** The Collection  
 Al Guzman  
 604 Ala Moana  
 Honolulu, HI 96850  
 United States

**Phone:**  
**Fax:**

Here is the quote you requested.

Terms	Rep	Reference Number	Ship Via	Date
	Kory Rasmussen			05/03/19

Qty	Description
-----	-------------

**\*Servers\***

- 1 DELL R730xd 60 Days, 72TB
- 1 DELL R730xd 90 Days, 96TB)
- 1 128TB 2U Rack Mnt, Windows Server 2016 (120 Days)

**\*Software\***

- 1 XProtect Enterprise Base License
- 35 XProtect Enterprise Device License

**\*Power\***

- 1 APC SMART UPS X 2000VA RACK/TOWER LCD 100-127V
- 2 UPS X 1000VA RACK/TWR LCD 120V
- 1 Cisco Catalyst 2960-X Series 48 Port Ethernet Switch with 740 Watt PoE, WS-C2960X-48FPS-L
- 2 CAT6 PATCH PANEL 24 PORT
- 2 W2 FIXED WALL RACK, 8U, 18" DEEP

**\*Cameras\***

- 35 M3057PLVE/6MP/360/IR/WDR/IP66

**\*Expendables\***

Misc. Expendables

**\*Labor\***

- Installation Rate (per hour, per technician)
- Project Management Rate (per hour)
- Technican Drawing Rate
- Software/System Engineering Rate (per hour, per technician)

Qty	Description
-----	-------------

SubTotal	\$144,920.20
Sales Tax	\$6,885.18
Shipping	\$1,200.00

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**Total     \$153,005.38**

**NOTE:** Please contact me if I can be of further assistance.

Prices subject to change - prices based upon total purchase - all delivery, training or consulting services to be billed at published rates for each activity involved - generally all hardware computer components proposed above are covered by a limited one year warranty, covering parts and labor on a depot basis - we specifically disclaims any and all warranties, express or implied, including but not limited to any implied warranties or with regard to any licensed products. We shall not be liable for any loss of profits, business, goodwill, data, interruption of business, nor for incidental or consequential merchantability or fitness of purpose, damages related to this agreement. Restocking fees will apply for all returns/exchanges.

# A BETTER CHOICE FOR YOU

# Security Proposal

Proposal prepared for:

**The Collection Honolulu**

Presented by:

**Steven Kawamura**

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| 5/13/2019

Sales Agreement ID: 890577080



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## Equipment and Investment Statement for: ADT SYSTEM EQUIPMENT AND PROGRAMMING

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**Site Information:** The Collection Honolulu, 600 Ala Moana Blvd., HONOLULU, HI 96813

### Scope of Work:

Based upon the information gathered during our meeting and survey of the facilities, we propose the following scope of work:

ADT will install 36 cameras in each of the elevator lobbies from the 8th floor to the 43rd floor. The cabling work will be done by our subcontractor, "Honu Electric Company". HEC will mount the cameras, run the cable wire through the hallway to the Data and Electric rooms on each of the floors, and land the wires to the main server (provided by ADT) in the first floor Security Room. HEC will also install 8 Switches on certain floors of the 36 floors to create a riser. ADT will connect and focus the cameras to the new system. The new server will be connected to the existing monitor located in the Security room. Programming and training will also be provided by ADT.

To provide The Collections a turnkey system, ADT will load the 72 Avigilon licenses to the existing Milestone server, ADT will integrate the existing cameras with the new cameras providing the Security Management center viewing all 108 cameras through an Avigilon software system. Programming, testing, and training will be included with this installation.

### *Below is our break down of our maintenance package options;*

- **TEST AND MAINTAIN** - Security Contractor's trained technicians will perform inspections and diagnostic tests for all accessible peripheral devices listed and currently connected to the facility security system. The inspection will be scheduled on a Semi-annual basis for cleaning and testing. Tests will be scheduled in advance at the convenience of customer's staff

Annual Cost is \$ 3995.00

- **Standard Service** (Provided during normal working hours, Mon &minus; Fri, 8:00 a.m. - 5:00 p.m., excluding holidays). This provision includes labor, travel, and mileage charges for repairs associated with normal equipment failures. Emergency service will be provided within 24 hours of notification Monday through Friday, 8:00 a.m. to 5:00 p.m.

Annual Cost is \$ 1440.00

- **24&minus;hour/7&minus;day Service** (Provided 24 hours a day, 7 days a week, including holidays). This provision includes labor, travel, and mileage charges for repairs associated with normal equipment failures. Emergency service will be provided within 24 hours of notification. This provision covers labor to troubleshoot and diagnose system problems, and the labor to replace failed devices, during above excluded holiday periods

Annual Cost is \$ 4495.00

- **PARTS COVERAGE FOR LISTED ELECTRONIC SYSTEMS:** Additionally, these Special Provisions cover component replacement on the central processing unit, to include reprogramming of system due to failure, replacement of circuit boards, and all components in the digital recorders, control panels, keypad/annunciator panels, printers, keyboards, and peripheral devices (Card Readers, CCTV Cameras, power supplies, motion sensors, door contacts, etc.) associated with system

Annual Cost is \$ 3495.00

- **VIDEO/ACCESS CYBER MANAGED SERVICES:** Services include - B2B Network Monitoring, Monitor point to point tunnel, Monitor local site connectivity, Monitor network switch - NVR Monitoring & Maintenance: Perform critical Windows updates as required, Performed software updates as released by manufacturer, Monitor up/down status, Monitoring hard drive usage and/or failure bandwidth and POE usage (requires managed network switch), Cameras Monitoring & Maintenance: Perform firmware updates as released by manufacturer, Monitor up/down status, Additional monitoring based on firmware capabilities

Annual Cost is \$ 2160.00

**Equipment List: Complete System w/ New installed Cameras Included**

<b>Quantity</b>	<b>Description</b>
36	6.0MP, Fisheye Camera, LightCatcher, Day/Night, 1.45mm F/2.2, IR
4	ACC 6 Standard licence for 24 Camera
1	8 Cameras +media license
1	4 Cameras +media license
8	8-port GIG Switch POE + 30W
1	NVR, 80 CAMERA, STANDARD, 2U, VGA OUTPUT, 4 NIC, 48TB HDD
5000	23/4PR CAT6 CMR/FT4 1M RL BLU

<b>Summary of Charges for: ADT SYSTEM EQUIPMENT AND PROGRAMMING</b>	
Installation Price	\$82,995.00
<hr/>	
Total Installation Price*	\$82,995.00
*Plus applicable tax	

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## Equipment and Investment Statement for: ADT CONTRACT LABOR FOR INSTALLATION

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Site Information: The Collection Honolulu, 600 Ala Moana Blvd., HONOLULU, HI 96813

Summary of Charges for: ADT CONTRACT LABOR FOR INSTALLATION	
Installation Price	\$43,800.00
Total Installation Price*	\$43,800.00
	*Plus applicable tax

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## Equipment and Investment Statement for: ADDED STORAGE FOR 180 DAYS STORAGE UPGRADE

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Site Information: The Collection Honolulu, 600 Ala Moana Blvd., HONOLULU, HI 96813

### Scope of Work:

Based upon the information gathered during our meeting and survey of the facilities, we propose the following scope of work:

This option to add enough storage to for 180 days

### Equipment List:

Quantity	Description
2	NVR, 80 CAMERA, STANDARD, 2U, VGA OUTPUT, 4 NIC, 48TB HDD

Summary of Charges for: ADDED STORAGE FOR 180 DAYS STORAGE UPGRADE	
Installation Price	\$44,795.00
Total Installation Price*	\$44,795.00
	*Plus applicable tax

## Investment Summary (Non-Leased)

### Summary of Charges for: ADT SYSTEM EQUIPMENT AND PROGRAMMING

Installation Price \$82,991.74

Total Installation Price\* \$82,991.74

\*Plus applicable tax

### Summary of Charges for: ADT CONTRACT LABOR FOR INSTALLATION

Installation Price \$43,800.00

Total Installation Price\* \$43,800.00

\*Plus applicable tax

### Summary of Charges for: ADDED STORAGE FOR 180 DAYS STORAGE UPGRADE

Installation Price \$44,795.00

Total Installation Price\* \$44,795.00

\*Plus applicable tax

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### Total Non-Leased Proposal Option


Installation Price \$171,586.74

Total Installation Price\* \$171,586.74

\*Plus applicable tax

 17,000+  
ADT Employees

 4,000+  
Field Technicians

 200+ Offices  
Across North America

 A+ Rating  
Accredited Business



800.799.1204

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MS 15019511.

07/18

<b>REQUEST FOR ACTION</b>			
<b>To</b>	The Collection Board of Directors		
<b>Subject</b>	14 <sup>th</sup> and 17 <sup>th</sup> floor Submeter Controllers		
<b>Preparer</b>	Al Guzman, GM		
<b>Date</b>	May 28, 2019	<b>For Board</b>	x
		<b>Action</b>	
		<b>Info</b>	
<b>EXECUTIVE SUMMARY</b>			
<p>On April 29, 2019, Ikehu Utility Solutions (part of MultiFamily Utility) reported that the controllers for submeters on the 14th and 17th floors of the Tower needed to be replaced. All submeters on each floor are connected to the one Floor Controller. The Controller than transmits each unit's usage. In this case, floors 14 and 17 are not transmitting.</p> <p>Prior to this advisement, Ikehu's technician worked with the manufacturer (Siemen's) to resolve the issue, however, it was determined that the controllers needed replacing.</p> <p>Replacement cost is \$7,509. See proposal attached.</p> <p>For the time being, previous data for units on the 14<sup>th</sup> and 17<sup>th</sup> floor are being averaged and billed to the respective owners.</p>			
<b>RECCOMENDATION</b>			
It is recommended that the controllers for Tower floors 14 & 17 be replaced by Ikehu at cost of \$7,509.			
<b>RATIONALE</b>			
Ikehu and MultiFamily Utility are the Collection's installers and monitoring contractors. They are most familiar with the equipment.			
<b>Exhibits</b> (If applicable)	<b>Index</b>	<b>Title</b>	
	A	Submeter Controller Replacement Proposal	
<b>FOR BOARD USE ONLY</b>			
<b>CERTIFICATE OF BOARD ACTION</b>			

Approved		Declined		Noted		Returned		Deferred		Withdrawn
<b>Stipulations</b>										
<b>Coordinating Instructions</b>										
<b>Distribution Instructions</b>										
Recording Secretary					Action Date			RFA No.	7-2019	



PART OF THE  
MULTIFAMILY UTILITY  
GROUP OF COMPANIES

Ikehu Utility Solutions, Inc.  
1001 Bishop St., Suite 2817  
Honolulu, HI 96813  
808.368-9350

January 29, 2019

## Quotation

Thank you for the opportunity to be the supplier of the submetering equipment for your project. Following is the equipment list specified for your project. Upon your acceptance of this quote and the receipt of the initial payment we will place the equipment order.

Qty	Manufacturer	Description
		<b>Electric Metering Equipment</b>
2	Siemens	Siemens US2 Controller

\*All values are subject to change after 30 days

Hardware Total	\$ 4,586.00
Programming & Installation	\$ 2,417.00
Shipping & Delivery	\$ 148.32
Tax	\$ 357.57

<b>Discounted Total</b> (10-year Read and Bill Term)	<b>\$ 7,508.89</b>
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<b>Total Discounts</b>	<b>\$ (1,351.60)</b>
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### Items Not Included:

### Services Provided by MUC:

Furnish Controller and verify installation

### Installation and/or Services Provided by Electrician's Inc

Controller Installation

### Schedule of Non Standard Work:

Non standard work is extra work not included in the contract price that may be necessary if such conditions exist. These conditions can only be determined once the work has commenced.

Additional Materials such as wiring, flex piping, additional breakers for meters are not included in the contract price and will be determined once the work has commenced.

### Delivery: 2-4 weeks from receipt of signed proposal and down payment

### Payment Terms: 100% with order (Will be invoiced upon approval)

All material is guaranteed to be as specified. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control including testing time required by local Weights and Measures office. Products returns require prior company approval and may be subject to a re-stocking fee of up to 35%. No credit will be issued for used or damaged products, and no returns will be issued after 60 days. All freight charges relative to any returned product accepted by MUC, outgoing and incoming, will be billed to customer.

Proposed By: Brian Stone

Title: President





May 13, 2019 **(DRAFT)**

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

RE: The Collection, 600 Ala Moana Blvd, Honolulu, HI 96813  
Parking Garage Survey conducted on May 7, 2019

Dear Mr. Guzman,

The extent of the safety and security measures you and your staff have already implemented are very impressive!

To name just a few, the association has added:

- over 60 security cameras
- 16 convex mirrors to reduce blind corners
- reflective markers delineating the 2-way traffic lanes
- posted clearly visible signs communicating the speed limit is “5 MPH”, and instructs residents to “Use Headlights”. And going an important step further, issued citations to enforce rules regarding the speed limit, headlight use, as well as cleaning up engine oil drips to prevent slip and falls!

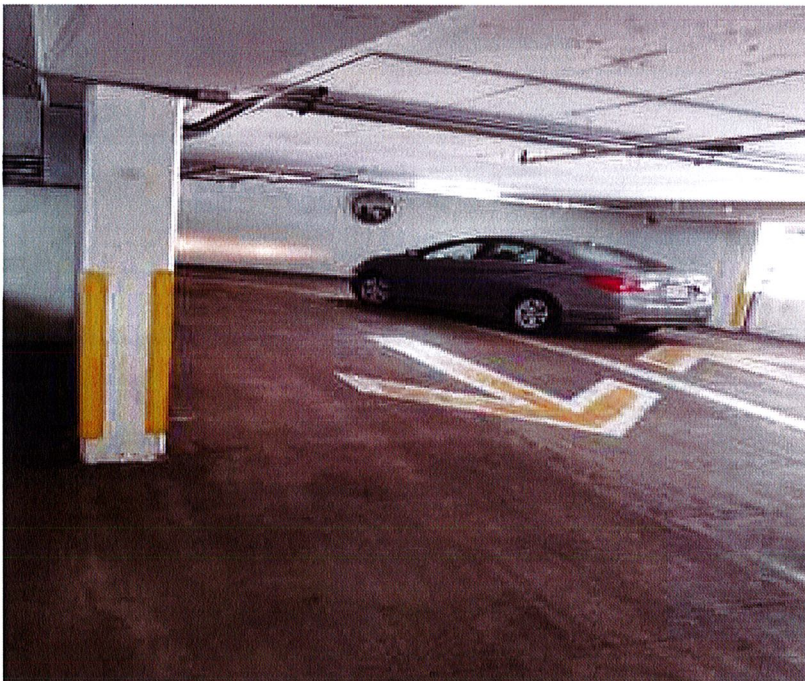
During the survey, I observed 11 moving vehicles of which 10 had its headlights on. That’s an impressive 90% compliance rate.

All of the significant traffic safety controls have been addressed. Consider implementing the following 2 controls, I believe it will enhance what’s already in place:

1) On the ramp from the 3<sup>rd</sup> to the 4<sup>th</sup> floor, there are no dividing lane dividing lines so some drivers are cutting the corners. Consider painting dividing lines which I believe will help keep drivers in their lane. In the event of a collision, the driver crossing the line will be captured on the security camera, strong evidence to be held liable for the collision.



Consider painting lane dividing lines, which will help most drivers stay in their lane.



We have a situation in our parking garage, with lane dividing lines. I believe the lines helps keep drivers in their lane.

- 2) Consider posting a sign at the main entry, with the wording “Use Headlights So You Are Visible to Others”, or similar language. I think a lot of drivers don’t realize the headlights requirement is so others can see them approaching from a distance.



Regarding the electronic equipment that’ll post the drivers speed, I’ve contacted the State DOT for the vendor they use – I will get back to you when they respond.

It was a pleasure and an impressive experience conducting the walk-thru with you, thank you for taking the time.

If you have any questions, I look forward to hearing from you. Take care.

Sincerely,

*Brian Uchima*

Brian Uchima  
Risk Evaluation and Loss Control (REAL) Consultant  
1100 Ward Avenue  
Honolulu, HI 96822  
Direct Phone Line: (808) 527-7492