

## REQUEST FOR ACTION

<b>Subject</b>	Cellular Antenna Site – Consultant Proposal				
<b>Preparer</b>	Jon	<b>AOUO Title</b>	Management Executive		
<b>Date</b>	11/21/17	<b>For Board</b>	X	<b>Action</b>	<b>Info</b>

### EXECUTIVE SUMMARY

Purpose

For the Board to review and consider whether they wish to engage a Skytech Corp. as the consultant to review and negotiate the opportunity for Sprint to install a cellular antenna site on The Collection annex rooftop.

Rational

**Pros -**

- Hiring a consultant with industry experience may result in maximizing a higher monthly fee being from Sprint.
- Additionally, the consultant, in concert with the association’s attorney, will be able to provide contract review that will best serve the Association.
- Neither the Board (to my knowledge) nor the managing agent, have specific knowledge of the cellular antenna industry. Skytech Corp. has been involved in 100s of cell site negotiations.

**Cons –**

- If approved, Skyteck Corp. fee is non- refundable. Should a deal with Sprint not be reached, the Association would be out \$1500 (plus tax).

**Other –**

- Per ME McKenna’s verbal conversation with Skytech, if Skytech were to be the main point of contact with Sprint, instead of the managing agent, the fee would be \$2000.00 (plus tax).

### RECOMMENDATION

Recommend selection of Skyteck Corp to provide consulting services and, to be the direct point of contact with Sprint, at a cost of \$2000.00 (plus tax).

<b>Exhibits</b> <small>(If applicable)</small>	<b>Index</b>	<b>Title</b>
	A	Skytech Corp Consulting Services Proposal
	B	

### FOR BOARD USE ONLY

### CERTIFICATE OF BOARD ACTION

Approved		Declined		Noted		Returned		Deferred	X	Withdrawn
----------	--	----------	--	-------	--	----------	--	----------	---	-----------

### Stipulations

At the 2/15/18 Board meeting, the Board approved to withdraw consideration of this matter.

**Coordinating Instructions**

**Distribution Instructions**

Recording Secretary	Ryan Kamo	Action Date	2/15/18	RFA No.	<del>027-2017</del>
---------------------	-----------	-------------	---------	---------	---------------------

31-2017

# SKYTECH CORP

1253 S. Beretania ST., #1811  
HONOLULU, HI 96814

November 20, 2017

AOAO The Collection  
c/o Hawaiiana Mgmt. Co., Ltd.  
711 Kapiolani Blvd., Suite 700  
Honolulu, HI 96813  
Attention: Jon Mckenna Vice President

**RE: AOAO The Collection – Skytech Corp. Consulting Services Proposal**

Dear Board Members:

This letter is a proposal for Skytech Corp.'s consulting services regarding the proposed Sprint new cell site at The Collection Annex located at 600 Ala Moana Blvd., Honolulu, Hawaii, 96814.

Skytech Corp.'s normal fee structure is \$200.00 per hour billable to the nearest quarter hour. The estimated consultation hours for a new site installation is estimated at 15 – 20 hours.

Hawaiiana's Vice President Jon Mckenna felt hourly billings may become cost prohibitive for the AOAO and has instead negotiated a flat fee structure on your behalf.

The fee that we have agreed upon is \$1,500 plus GET with certain conditions. The conditions are described in the attached Addendum A – Fee Schedule. Once the consultation starts, the fee is non-refundable even if Sprint and/or the Board decides to terminate the project or fail to reach an agreement.

Although there is no cap on the number of hours of consultation, the consultation fee only covers up to the start of construction. The Collection is a large condominium project and the onsite staff should be able to monitor the construction phase of the project properly. However, we will always be available to assist should any issues arise.

Please review that attached Addendum A – Fee Schedule and if it meets with your approval, sign and return to Mr. Mckenna.

Thank you for the opportunity to submit a proposal and we look forward to your favorable reply.

Sincerely,

Kevin Brock  
General Manager

# SKYTECH CORP

1253 S. Beretania ST., #1811  
HONOLULU, HI 96814

## ADDENDUM A - FEE SCHEDULE

### New Sprint Site Installation at 600 Ala Moana Blvd., Honolulu, Hawaii, 96814

**Consulting Services Fee** - \$1,500.00 plus G.E.T. billed in advance non-refundable

#### List of Services

Consult with the Board appointed contact and attorney on business terms, financial and telecom site design related issues regarding the Lease/ License agreements.

Review and advise on Sprint's proposal to include all correspondence, leases and drawings.

Review and advise on all applicable permits (e.g. zoning, building permits).

Advise on rooftop access procedures for contractors.

Advise on construction management procedures for modifications and decommissioning.

Advise on all telecom related issues.

Attend Board meetings as required.

#### Conditions

Point of contact – Jon Mckenna VP Hawaiiana Management Co. Ltd.

All communications by phone, email or text. No formal reports produced.

The consultation ends when a License is executed, and construction starts.

*The AOA The Collection understands that Skytech Corp.'s role is to render advice regarding telecom matters relating to the new Sprint installation project. Skytech Corp. does not hold any professional licenses in the State of Hawaii. If the AOA The Collection requires legal, architectural, engineering and real estate advice, the AOA The Collection should seek the advice of their own professionals.*

Accepted by: AOA The Collection

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

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