OFFER FORM OF-2

RFP-23-HHL-006
LAND ACQUISITION AND DEVELOPMENT, STATEWIDE

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Basic Instructions for Packaging of Proposals

1. Please package your proposal in 3-ring binder.

2. Major sections of the proposal shall be identified by "Tabs".

3. Section I of the Proposal shall be "Offer Form OF-1" and "Offer Form OF-1A".

4. Section II of the Proposal shall be this "Offer Form OF-2".

5. Section III of the Proposal shall be exhibits. All drawings and exhibits to the proposal shall be neatly folded and clipped into the 3-ring binder.

6. Fill in all blank spaces with information requested; failure to provide all requested information may cause the proposal to be invalidated.

7. Please submit an original and three (3) copies of your proposal, for a total of four (4) sets plus a set of electronic files of all documents on a flash drive.

8. An Offeror shall request in writing nondisclosure of information such as designated trade secrets or other proprietary data Offeror considers to be confidential. Such requests for nondisclosure shall accompany the proposal, be clearly marked, and shall be readily separable from the proposal in order to facilitate eventual public inspection of the non-confidential portion of the proposal.

_____ (offeror) hereby proposes to the Department of Hawaiian Home Lands to (check one box):

☐ Option 1: Sell the property described in Part I.

☐ Option 2: Sell the property described in Part I, and develop residential units as described in Part II.

PART I, DESCRIPTION OF PROPERTY

Proposed Sale Price	
Location (Island, section)	
Area (Acres / Square Feet)	
Tax map key	
Land Court Parcel (if applicable)	
Street Address (if applicable)	
Landowner	
Current Use(s)	
Previous Use(s)	
Surrounding Uses	
Easements, reservations, or other encumbrances	
State Land Use Classification	
County Development Plan Classification	
County Zoning Designation	
Special Management Area / District Designation	
Topography	
Soil Types	
Flood Zone	
Wetlands	
Endangered Flora and/or Fauna	
Archaeological and/or Burial Sites	
Toxic or Hazardous Materials	
Other Known Environmental Concerns	

Describe Existing Infrastructure (Current capacity and additional facilities required to service the proposed development.)

Water (source, storage, transmission facilities)	
Wastewater (pumping, transmission, treatment facilities)	
Drainage (holding and transmission facilities)	
Transportation (proximity to population centers, roadway system)	
Other Utilities (electrical, cable television; underground vs. overhead)	

Existing Support Facilities (Identify and estimate distance from parcel)

Fire Station	
Police Station	
Schools	
Elementary	
Middle	
High	
Charter	
Private	
Post office	
Medical	
Government facilities	
Recreation and shopping	

Submit supporting documents as applicable ✔ if submitted

Proof of Ownership (Copy of deed, etc.)	
Encumbrances (Mortgage, liens, easements, etc.)	
ALTA Survey	
Title Search	
Site Plan (of existing improvements)	

PART II, DEVELOPMENT PROPOSAL (Option 2 only)

A. DEVELOPMENT SUMMARY

1. The proposed number of lots to be developed.

	No. of Lots
Fully Improved Lots	

2. The proposed number of housing units to be developed by type.

	No. of Units	% of Total Units
Developer-built (turn-key)		
Self-help		
Vacant Lots		
Other (specify)		
Total Units		100%

B. SITE PLAN

Provide schematic subdivision plan for the parcel showing the planned roadways and location of each lot, including site access point(s), utility connections and approximate lot sizes.

The schematic site plan shall be attached to Section III of the Proposal as " Exhibit 1." Please submit one extra copy of the schematic site plan (unfolded) and a reduced black and white version in an 11" x 17" format.

Please provide a brief narrative of the principal features of the site plan.

C. PRICING SCHEDULE

Offeror's proposal must include detailed cost estimates for five (5) house models. Every house model should fit on every lot. DHHL and the selected developer will negotiate the actual mix of houses to be constructed prior to lot selection by the lessees.

Offeror shall provide the cost estimate of each model "turnkey"/completed, vertical as well as lot improvements (including, but not limited to landscaping, driveway, utility connections, and rear and side fences. Cost estimates will include breakdown of profit and overhead per each model. Cost and price estimates shall be based on current wage and material costs ("baseline"). Actual prices shall be the baseline adjusted for increases at the time of submittal of house plans for permit approval.

In accordance with HRS §196-6.5, a solar water heater system is required for each house.

ADA and DCAB regulations do not permit assessment of a surcharge to install options for accessibility. If the basic house design is not ADA-compliant, a contingency amount should be included in all house costs should buyer(s) require installation of accessible features.

The Contractor shall be responsible for compliance with Chapter 104, HRS, for the payment of minimum prevailing wages to mechanics and laborers employed on the Project for the corresponding work classifications as determined by the Department of Labor and Industrial Relations.

It is intended that gross income derived from the construction of all housing units will be certified for exemption from Hawaii General Excise Taxes pursuant to Section 201G-116 H.R.S. The proposed house prices shall not include any provision for GET.

Units by type and proposed price:

				Area (square feet)				
Model	Bedrooms	Bath-rooms	No. of Stories	Net Living	Carport	Patio/ Lanai	**Total**	Proposed Price
A	2							$
B	3							$
C	3							$
D	4							$
E	5							$

Minimum number of houses required: _____

Optional Standard Features. These items will not be factored in the scoring of proposals, but may be included by DHHL in the final house package offered to the beneficiaries, or offered to prospective buyers as optional up-grades:

Model / Feature	A	B	C	D	E
Enclosed Garage, including electronic roll-up door	$	$	$	$	$
Rain Gutters	$	$	$	$	$
Irrigation Catchment System	$	$	$	$	$
Fire-protection Sprinkler System	$	$	$	$	$
Ceiling Fans	$	$	$	$	$
Central air conditioning	$	$	$	$	$
2 kW Photovoltaic system	$	$	$	$	$

[other –add pages if necessary]

Options (Home-buyer consideration): These items will not be factored in the scoring of proposals, but would be offered to prospective buyers at the indicated prices:

Model / Options	A	B	C	D	E
Refrigerator	$	$	$	$	$
Upgrade carport to enclosed garage with remote garage door opener.	$	$	$	$	$
Flooring Upgrade	$	$	$	$	$
Washer/ Dryer	$	$	$	$	$
Cabinetry Upgrade	$	$	$	$	$
Landscape Irrigation	$	$	$	$	$

[other –add pages if necessary]

Cost Breakdown for Basic Models Without Options

Model	Materials	Labor	Overhead	Profit	Proposed Price
A	$	$	$	$	$
B	$	$	$	$	$
C	$	$	$	$	$
D	$	$	$	$	$
E	$	$	$	$	$

D. HOUSE PLANS AND OUTLINE SPECIFICATIONS

Provide schematic plans and outline specifications for the proposed residential units. Schematic plans shall include floor plans and elevations at a scale of 1/4" = 1'0". Outline specifications shall include preliminary information on the following items:

1. Foundation (including termite treatment)
2. Framing (including termite treatment)
3. Roofing
4. Partitions
5. Interior Wall Finishes
6. Exterior Wall Material & Finishes
7. Ceiling Finishes
8. Carpeting & Floors
9. Doors & Windows
10. Cabinetry
11. Fixtures & Appliances (range, minimum)
12. Garage/Carport
13. Special Features (if any)

House plans shall be attached to Section III of the Proposal as "Exhibit 2". Mark each sheet "2A", "2B", etc.

E. PROJECT FEASIBILITY ANALYSIS

1. Revenue and Cost Categories

All prospective developers must use the following categories to prepare the feasibility analysis for their proposal. Revenues and costs must be stated in current dollars as of the date of submittal. Please note that numbers in parentheses refer to the line items on the Project Pro Forma Summary Sheet.

Land Acquisition (1) – Proposed price to DHHL, plus closing costs.

Site Development (2) – Costs related to the planning, design, and construction of on- and off-site infrastructure. These costs will be funded by DHHL and/or other agency grants or subsidies – they may not be re-captured through house sales.

House (3) – Costs related to the design, construction and sale of housing units. These costs will be funded by the interim construction loan, which will be repaid with revenues generated by house sales.

Indirect Construction (4) – Costs arising from engineering and architectural consulting contracts, as itemized. A breakdown of other costs shall be listed on a separate sheet.

Direct Construction (5) – Costs from construction contracts and subcontracts, permit fees, bonding and insurance costs, and construction related utility costs.

Indirect Development:

Project Management (6) – Developer's management fee. The selected developer will be required to itemize the Project Management budget items prior to execution of the Development Agreement.

Fees and Assessments (7) – Utility connection fees, and other similar fees. A breakdown of these costs shall be included on a separate sheet. (Note: Construction permits and other fees paid directly by the contractor shall be included in the construction cost above.)

Financing (8) – This cost item must include the costs for interim and permanent financing. The permanent financing (financing for the home buyers) shall include commitment fees and discount points. Details, including fees and any special loan packages shall be described in the Financing Plan.

Marketing and Sales (9) – Costs associated with merchandising, sales, master appraisal, DHHL award process requirements and any model units (excluding structure and lot). Examples are orientation and lot selection meetings, model complex landscaping, decoration furnishings, maintenance, utilities and restoration, sales office expenses, brochures, postage, and advertising, etc.

Closing Costs and Commissions (10) – Costs associated with the closing of the sale of the units, including escrow fees, sales commissions, and miscellaneous closing fees.

Legal (11) – Projected legal costs for start up and development of the project to include legal costs for the Development Agreement, Loan Agreement, Community Association, and general legal requirements.

Other (12) – Costs not covered above. A cost breakdown shall be included on a separate sheet.

Contingency (13) – Estimated contingency to cover unanticipated costs.

2. Summary

	Turn-key	Self-help	Vacant Lot	Other	Total
Lot count					
Gross acres					
Gross density (lots/acre)					
Infrastructure Development					
Cost/lot					
Average sales price/unit			n/a		
Average square feet/unit			n/a		
Average price/square foot			n/a		
Average cost/unit *			n/a		
Average cost/square foot			n/a		
Monthly absorption					

* Direct construction cost (exclude land acquisition, indirect construction costs, and profit).

3. Feasibility Analysis

COSTS

Land Acquisition (1)			
Site Development (2)			
Indirect Construction (4)			
Civil Engineer			
Traffic Engineer			
Archaeological			
Survey (Construction)			
Soils Engineer			
Others			
Sub-total			
Direct Construction (5)			
On -site Infrastructure			
Off -site Infrastructure			
Sub-total			
Indirect Development			
Project Management (6)			
Fees and Assessments (7)			
Other (12)			
Sub-total			
Contingency (13)			
Total Site Development Costs			
House Development (3)			
Indirect Construction (4)			
Architect			
Structural Engineer			
Other (12)			
Sub-total			
Direct Construction (5)			
Houses			
Indirect Development			
Interim Loan Fees (8)			
Interim Loan Interest (8)			
Permanent Loan Fees (8)			
Marketing and Sales (9)			
Closing Costs and Commissions (10)			
Project Management (6)			
Legal (11)			
Fees and Assessments (7)			
Other (12)			
Sub-total			
Contingency (13)			
Total Building Development Costs (TBDC)			
TOTAL DEVELOPMENT COSTS			**$**

REVENUES

DHHL Funds			
House Sales			
Other			
TOTAL REVENUES (TR)			**$**
Developer's Profit (TR minus TBDC)			**$**

4. Estimated Project Cashflow: Options 1&2

COSTS	Total	Month 1	Month 2	Month 3 etc. ➔
Land Acquisition	$	$	$	$
Infrastructure				
Civil Engineer				
Traffic Engineer				
Archaeological				
Survey (Construction)				
Soils Engineer				
Other				
On -site Infrastructure				
Off -site Infrastructure				
Street Maintenance/Electricity				
Project Management				
Fees and Assessments				
Other				
Contingency				
Total Infrastructure Costs	$	$	$	$

House (Option 2 only)				
Architect				
Structural Engineer				
Other				
Construction				
Interim Loan Fee				
Interim Loan Interest				
Permanent Loan Fees				
Marketing & Sales				
Closing Costs and Commission				
Project Management				
Legal				
Fees and Assessments				
Other				
Contingency				
Total House Costs	$	$	$	$
TOTAL DEVELOPMENT COSTS	**$**	**$**	**$**	**$**

REVENUES				
House Sales				
DHHL Funds				
Other (specify)				
TOTAL REVENUES	**$**	**$**	**$**	**$**

F. EXEMPTIONS

Provide a description and rationale for any proposed variances or exemptions from County Zoning, Subdivision, or Building Codes that are proposed as design concepts. All proposed variances and exemptions will be subject to approval by DHHL prior to submission to the respective county. No variance or exemption shall negatively impact the health and safety of the homebuyers and the general public.

Offers should note any major impacts, financial or otherwise, if a proposed variance or exemption is not approved.

G. FINANCING PLAN

Provide a brief description of your proposed financing plan, including the following:

1. Financing for the interim house construction loan.
2. Permanent financing that the Developer will provide to homebuyers, if any.
3. Grants or other financial assistance to be offered to applicants to purchase their houses.

A letter of interest shall be provided by lending institutions acknowledging review of the Project as proposed by the Offeror and expressing interest in providing the proposed financing.

Please see section 2.4 G. of the RFP regarding availability of the DHHL Interim Loan fund. If proposing to utilize the DHHL Interim Loan Fund, the deduction should be included in the house prices submitted in Section C. PRICING SCHEDULE.

H. MARKETING PLAN

Provide a description of your proposed marketing plan, including analysis of the DHHL residential waiting list, rationale for the proposed unit mix and pricing schedule, concepts on model units, sales office, sales personnel, sales materials, advertising and coordination with DHHL for unit selection from DHHL's waiting list. Describe the proposed homeownership program required for first time home buyers.

I. WARRANTY PROGRAM

Developer shall provide a 1-year workmanship and material warranty on all infrastructure work.

Provide a brief description of the proposed warranty program for the residential units, including:

1. Ground Soil Treatment
2. Defective Materials and Workmanship
3. Treatment of Structural Lumber
4. Appliances
5. Roofing Material
6. Common Area Landscaping and Maintenance
7. Infrastructure
8. Others

J. PRELIMINARY SCHEDULE

The proposed detailed schedule for the implementation of the project shall be provided below. Indicate target dates in months, with "Day 1" assumed as the effective date of the executed Development Agreement. This schedule assumes all permits such as grading, building, etc. and issuances of certificates of occupancy (if required) are included if not stated below. The proposed schedule as submitted by the Offeror may be reflected as a performance requirement of the Development Agreement if the Offeror is selected.

Major Milestone	Duration	Start	Complete
Execute Development Agreement		Day 1	
Complete preliminary design	_____	_____	_____
DHHL & County design review complete	_____	_____	_____
Complete Final Design	_____	_____	_____
DHHL & County design review complete	_____	_____	_____
Off-site Infrastructure Construction	_____	_____	_____
On-site Infrastructure Construction	_____	_____	_____
Applicant Notification & Lot Selection	_____	_____	_____
County Building Permits & Approvals	_____	_____	_____
Model Home Construction	_____	_____	_____
Production House Construction	_____	_____	_____
House Occupancy	_____	_____	_____
The planned rate of housing production is:	_____	Per month	
The projected rate of house sales is:	_____	Per month	

Describe any sub-phasing of construction if applicable.

K. CONDITIONS

Provide a brief description of any special conditions that are contained in your proposal, whether relating to pricing, plans, designs, specifications, costs, warranties, schedule or other factors.

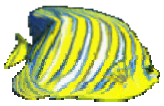
L. GREEN BUILDING

DHHL has identified a minimum two star rating using the Hawaii BuiltGreen Self Certification Checklist as the desired baseline standard for all Contractor-built homes. Offerors shall submit a completed Hawaii BuiltGreen Checklist that shows prospective measures to be included in all Contractor-built homes to achieve or exceed this goal.

Solar water heaters are a required measure to be included in all proposals. The value of any State and/or Federal tax credits made eligible by the use of solar water heaters should be passed on to the home buyer.

Offerors shall also submit a brief (not to exceed one page) narrative justification for the green building approach and a separate, brief narrative on how the design will promote building orientation-related benefits. Please read Exhibit G "Hawaii BuiltGreen" of the RFP for more information on a list of preferred strategies; resources that support residential green building in Hawaii, and how to use the Hawaii BuiltGreen Checklist.

Hawaii BuiltGreen™



HOME BUILDER Self-Certification Checklist

Please complete the checklist to qualify for a HAWAII BUILTGREEN Star Rating™ … Mahalo!

Ratings

Requirements to Qualify at 1-Star Level

- Program Orientation (one time only)
- (All ★'d items)
- Earn minimum of points:
  - For Naturally Ventilated (NV) homes, **35 pts.**
  - For Air-Conditioned (A/C) homes, **45 pts.** (Also see ★'d requirements under "A/C homes only" sections.)

Requirements to Qualify at 2-Star Level (minimum 115 points NV; 125 points A/C)

- Meet 1-Star requirements
- Earn 85 additional points; at least 5 points to come from each section.

Requirements to Qualify at 3-Star Level (minimum 210 points NV; 220 points A/C)

- Meet 2-Star requirements plus 95 additional points.
- Attend a workshop on green building topic within past 12 months (e.g., Green Building Conference or construction waste management seminar)

Air-conditioned (A/C) homes require more energy to operate and add cost to the consumer's energy bill. Hawaii BUILTGREEN™ strongly encourages well-designed Naturally Ventilated (NV), energy-efficient homes. The program recognizes, however, special circumstances where A/C may be warranted such as areas where microclimates require greater heat or humidity control, when occupants have special needs, or existing conditions include environmental noise, dust, and pollution. To create equivalency between NV and A/C homes, there are some requirements that apply to A/C homes only. These are the ★'d items in the A/C-only sections. In addition, because there are additional items that are applicable only to A/C homes there are more points available to those homes; hence the higher thresholds for A/C homes.

Home Builder User Guide

Please refer to the User Guide for the Hawaii BUILTGREEN™ Home Builder Checklist when planning your project.

This companion guide explains what is required to complete each Action Item.

The User Guide also includes:

- Suggested Top Picks for each Section of the Checklist;
- Additional information on key technical issues;
- References to additional resources to help you implement BuiltGreen™ Action Items in your projects.

For a copy of the User Guide for the Hawaii BUILTGREEN™ Home Builder Checklist, contact the Building Industry Association of Hawaii (BIA-Hawaii):

Phone (808) 847-4666; E-mail RTC@bia-hawaii.com, or visit www.bia-hawaii.com

How to Use the Checklist

☐ (3) 1—22 **Amend disturbed soil to a minimum depth of 8"**

- Action item to be implemented
- Order action item appears in Section (numerical)
- Section where action item description appears
- Point value of action item (★ items are required) (for ranges, refer to User Guide)
- Check (✓) when completed.

1) Check (✓) all Action Items included in project.
2) Add up points from checked Action Items
3) Subtotal points for each Section.
4) Add subtotals for your final rating – see Ratings, above left.
5) Complete the Rating Information on Page vi of the Checklist.

Section 1: Protecting Your Site's Features & Functions

DESIGN CHOICES

☐ (1) 1-1. Use plastic, low toxic wood preservatives (no CCA), or naturally rot-resistant wood for landscaping.
☐ (3) 1-2. Natural water drainage maintained.
☐ (3) 1-3. Surface water managed with detention ponds, grassy swales, or dry wells.
☐ (3) 1-4. Water management system allows groundwater to recharge.
☐ (5) 1-5. Minimum impervious surfaces on the site (no more than 15% of site excluding house and garage.) (See porous pavers in energy section.)
☐ (10) 1-6. Minimum impervious surfaces on the site (no more than 10% of site excluding house and garage.) (See porous pavers in energy section.)

JOB SITE OPERATIONS

☐ (★) 1-7. No soil exposed during job (protected with mulch).
☐ (★) 1-8. No fill in sensitive areas.
☐ (★) 1-9. Sensitive areas flagged and protected during construction.
☐ (★) 1-10. Post cleanup procedures for spills.
☐ (★) 1-11. Hazardous wastes separated and properly disposed of.
☐ (★) 1-12. Sediment traps installed for construction.
☐ (★) 1-13. No adverse impacts on adjoining properties or critical areas during construction.
☐ (★) 1-14. Water quality monitored during construction.
☐ (★) 1-15. Concrete trucks and pumps washed in designated areas (not in planned pervious areas).
☐ (1) 1-16. Slopes stabilized with mulch.
☐ (1) 1-17. Balance cut and fill.
☐ (1) 1-18. Topsoil stockpiled and protected with mulch during excavation for post-construction use.
☐ (2) 1-19. No significant change to topography.
☐ (2) 1-20. Least-toxic form releases used.
☐ (2) 1-21. Amend disturbed soil to min. depth of 4" to restore soil functions.
☐ (3) 1-22. Amend disturbed soil to min. depth of 8" to restore soil functions.
☐ (3) 1-23. Native vegetation saved and reused or donated.

OUTDOOR WATER CONSERVATION

☐ (1) 1-24. Mulch used in landscaping to minimize evaporation.
☐ (2) 1-25. Rainwater recovery from roof for irrigation
☐ (3) 1-26. Drought-resistant, native plants (site-appropriate) used for 50% of landscaped area.
☐ (3) 1-27. Irrigation system has water-saving features, such as drip irrigation, electronic timer, valves with manual flow control, and rain shut-off device.

Bonus Points (Applicable for Custom Homes)

☐ (5) 1-28. Set aside 20% of site to be left undisturbed.
☐ (5) 1-29. Limit grading to 20 ft. outside building footprint.

_____Subtotal for Section 1

Section 2: Energy Performance & Comfort

DESIGN CHOICES

Site

☐ (1) 2-1. Space and arrange (stagger) buildings so all structures have good air flow.
☐ (1) 2-2. Porous paving materials installed to reduce thermal mass, heat gain, and glare.
☐ (2) 2-3. Longer sides of home oriented to face north and south to reduce heat build-up.
☐ (2) 2-4. Existing or new landscape elements (such as trees) shade building and paved areas.
☐ (2) 2-5. Built elements (e.g. trellises, carports) shade paved areas.
☐ (2) 2-6. Buildings oriented to maximize cooling potential or prevailing winds.
☐ (2) 2-7. Landscaping elements used to improve air flow around structure.
☐ (3) 2-8. Generous areas of planting and ground cover (less hardscape) included to reduce site temp.

Shell

☐ (1) 2-9. Light colored roofing installed.
☐ (2) 2-10. Light colored exterior wall surfaces used.
☐ (2) 2-11. Attic or roof cavity vented with continuous ridge and eave vents.
☐ (2) 2-12. Attic or roof cavity vented with gable end vents.
☐ (2) 2-13. Sill vents, floor vents, and venting skylights used to allow hot air to escape the building by thermal convection
☐ (5) 2-14. Shading on at least 50% of east and west wall surfaces.
☐ (5) 2-15 Radiant barriers and/or insulation installed in walls exposed to the sun, beyond any applicable local codes and ordinances.
☐ (5) 2-16. Radiant barriers and/or insulation installed in ceilings and attic spaces, beyond any applicable local codes and ordinances.

Openings

☐ (1) 2-17. Orient to minimize heat build-up through openings.
☐ (2) 2-18. Inlet openings (air comes in) slightly larger than outlet openings (air goes out) to enhance air flow.
☐ (2) 2-19. Windows located at body level.
☐ (2) 2-20. Generous screened openings protected from rain.
☐ (2) 2-21. High performance glazing used on windows exposed to the sun (SHGC = .65 or less; U-value - .45 or less; VLTC of .7 or more; designed to keep heat out.)
☐ (2) 2-22. For spaces with openings on adjacent walls, windows located far apart and at diagonal.
☐ (2) 2-23. For spaces with openings on same wall, use appropriately-spaced casement windows or wing walls.
☐ (2) 2-24. Operable openings equal to at least 12% of floor area.
☐ (2) 2-25. At least two operable windows to the outside included in each space.
☐ (2) 2-26. Diffuse glare from skylights through baffles, splaying, or use of translucent glazing.
☐ (3) 2-27. All skylights used have SHGC of 0.5 or less.
☐ (3) 2-28. Operable skylights or skylights with built-in vents (on leeward side of skylight) installed.
☐ (3) 2-29. Casement or jalousie windows used for best air flow.
☐ (3) 2-30. No more than 25% of total glass area is located on east and west walls combined.

☐ (3) 2-31. Exterior horizontal shading installed for north and south windows (sufficient to protect completely from direct sun).
☐ (3) 2-32. Exterior vertical shading installed for east and west windows (sufficient to protect completely from direct sun).
☐ (3) 2-33. Light shelves used for sidelighting.
☐ (3) 2-34. For toplighting, roof monitors or clerestories used. (No skylights.)

Interior Layout and Finishes

☐ (1) 2-35. For spaces with openings on opposite walls, rooms oriented 45 degrees from wind direction.
☐ (2) 2-36. Design floor plans to provide effective cross ventilation and air flow at body level.
☐ (2) 2-37. Layout designed so activities with highest illumination needs are daylight.
☐ (2) 2-38. Floor plan allows deep daylight penetration.
☐ (3) 2-39. Use light colored interior finishes to enhance daylight (but avoid glare).

Mechanical Venting and Cooling

☐ (1) 2-40. Timers installed on bathroom fans.
☐ (2) 2-41. All bedrooms and family room wired for ceiling fans.
☐ (2) 2-42. Solar powered attic vent installed.
☐ (3) 2-43. Whole house fan installed.
☐ (3) 2-44. Ceiling fans installed in all bedrooms and family room.
☐ (10) 2-45. No air conditioning.

AIR CONDITIONED (A/C) HOMES ONLY

☐ (★) 2-46. House meets Hawaii Model Energy Code standards for A/C buildings. (See Quick References for further details.)
☐ (★) 2-47. A/C system sized for efficient operation (not oversized).
☐ (★) 2-48. Programmable thermostats provided.
☐ (2) 2-49. Provide alternate means to balance air flow (e.g. undercut doors, return air ducts)
☐ (2) 2-50. Duct unions and joints sealed with low-toxic mastic and fibrous tape.
☐ (3) 2-51. Ducts in conditioned space OR insulated to R-11.
☐ (3) 2-52. Insure easy access to A/C system for maintenance and repair.
☐ (3) 2-53. Minimum SEER 12 A/C system.
☐ (5) 2-54. Duct Blaster Test conducted.
☐ (5) 2-55. House is Energy Star-compliant (Hawaii MEC for A/C, PLUS options defined by EPA; see User Guide for further details.)

WATER HEATING

Distribution

☐ (1) 2-56. Electric water heater upgrade w/min .93 EF (energy factor)
☐ (1) 2-57. Water heater timer installed.
☐ (1) 2-58. Gas water heater upgrade w/min .60 EF
☐ (1) 2-59. Heat trap installed or 1-inch pipe insulation on at least first 8' of outlet pipe from water heater. (Required (★) for A/C homes as part of meeting MEC.)
☐ (1) 2-60. Solar heater or heat pump for swimming pool heaters. (Required (★) for A/C homes as part of meeting MEC.)
☐ (1) 2-61. Water heater located within 20' pipe length of bathroom fixtures.
☐ (2) 2-62. Use a heat pump water heater w/min. 1.9 EF.
☐ (2) 2-63. Hot water lines insulated to min. R-3 throughout house.
☐ (5) 2-64. Design south-facing roof area for future solar collector (min. 80 sq. ft within 30° of true south) and rough in plumbing necessary for solar water heating system.
☐ (10) 2-65. Solar water heater installed.

Indoor water conservation

☐ (★) 2-66. Low flow shower heads & sink faucets used (2.5 gpm).
☐ (★) 2-67. Low flow bath faucets used (2.0 gpm).
☐ (2) 2-68. Front-loading, horizontal axis, or equal clothes washer provided.
☐ (5)* 2-69. Rainwater collection for potable use (with filtration as required.)

***Double points in locations that have municipal supply.**

ELECTRIC LIGHTING

☐ (1) 2-70. Reflectors in can fixtures to maximize available light.
☐ (1) 2-71. Dimmers for spaces where low-level lighting appropriate.
☐ (2) 2-72. Light tubes installed to reduce need for electric lighting.
☐ (3) 2-73. Compact fluorescent lamps (CFLs) used in three high-use locations (including kitchen and entry light).
☐ (3) 2-74. Fluorescent lamps (T-8 or T-5) used in service areas of the home. (Bulbs with CRI > than 80 and CCT of 3000K)
☐ (3) 2-75. Electronic ballasts for all fluorescents installed.
☐ (3) 2-76. CFLs substituted for incandescent down lights.

APPLIANCES

☐ (2) 2-77. Provide a microwave oven to reduce reliance on range.
☐ (2) 2-78. Energy efficient range provided.
☐ (2) 2-79. Energy Star clothes dryer provided.
☐ (3) 2-80. Energy Star clothes washer provided.
☐ (3) 2-81. Energy Star dishwasher provided.
☐ (5) 3-82. Energy Star refrigerator provided.

Bonus Points for Custom Homes

☐ (10) 2-83. Photovoltaic or other renewable source for electricity (>10% of electric load) installed.

_____Subtotal for Section 2

Section 3: Health and Indoor Air Quality

DESIGN

See Section 2: Energy and Comfort. It contains several Action Items that enhance airflow and cross ventilation naturally.

FLOORS

☐ (1) 3-1. If using carpet, specify with Carpet and Rug Institute's (CRI) Indoor Air Quality (IAQ) label.
☐ (1) 3-2. Ceramic tile grout seams sealed to control mold growth.
☐ (2) 3-3. Water-based finishes used on wood floors.
☐ (2) 3-4. If using carpet, install by tacking (no glue).
☐ (2) 3-5. Use plywood and composites of exterior grade or formaldehyde-free.
☐ (2) 3-6. Low toxicity, low solvent mastics, sealants, and adhesives used for flooring.

☐ (2) 3-7. Formaldehyde-free subfloor and underlayment material used.
☐ (3) 3-8. Install low-pile or less allergen-attracting carpet and pad (w/ CRI IAQ label).
☐ (3) 3-9. Natural linoleum with low-toxic adhesive or backing used.
☐ (5) 3-10. Hardwood or tile floors installed in 50% of living area.
☐ (5) 3-11. Carpet limited to one-third of home-square footage.
☐ (10) 3-12. No carpet installed in home.

CABINETRY AND TRIM

☐ (1) 3-13. Ceramic tile grout seams sealed to control mold growth.
☐ (2) 3-14. Water-based finishes applied on woodwork.
☐ (2) 3-15. Low-toxicity, low solvent mastics, sealants, and adhesives used for cabinetry, trim, and countertops.
☐ (3) 3-16. Cabinets and trim made with formaldehyde-free board and low-VOC finish.

INTERIOR WALLS

☐ (1) 3-17. Seal ceramic tile grout seams to control mold growth.
☐ (1) 3-18. Formaldehyde-free fiberglass insulation (available with BIBs or spec'd. Not standard batts).
☐ (3) 3-19. Low-VOC/low-toxic interior paints and finishes used for large surface areas (VOCs no more than 50 g/l)
☐ (3) 3-20. Low toxicity, low solvent mastics, sealants and adhesives used for wallcoverings.

MECHANICAL AND OTHER CONTROLS

☐ (★) 3-21 Clothes dryer vented to outdoors.
☐ (1) 3-22. Exhaust fans installed in home office areas.
☐ (1) 3-23. Polyethylene piping used for supply plumbing.
☐ (3) 3-24. Crawl and attic spaces ventilated to prevent moisture accumulation.
☐ (3) 3-25. Quiet fans (1.5 sones or less) installed in baths and kitchens to encourage use. (Include 60-minute timer).
☐ (3) 3-26. Moisture barriers sealed prior to installation of flooring.
☐ (3) 3-27. No electronic filters used in home.

AIR CONDITIONED (A/C) HOMES ONLY

☐ (3) 3-28. Use construction filters and replace just prior to move-in.
☐ (3) 3-29. Seal at doors, windows and all penetrations against moisture and air leaks.
☐ (5) 3-30. A/C systems provide fresh air at 0.35 AC/H or 15 CFM per person (whichever is higher).

JOB SITE OPERATIONS

☐ (1) 3-31. Use "green" cleaners for final cleanup.
☐ (1) 3-32. Protect building materials from moisture damage.
☐ (2) 3-33. Vacuum stud bays before drywalling.
☐ (2) 3-34. Vacuum floors before final flooring installation.
☐ (3) 3-35. Ventilate after each new finish is applied.

Bonus Points (Applicable for Custom Homes)

☐ (3) 3-36. No pollen-bearing shrubs and trees (e.g. mock orange, pikake, plumeria, and mango) or allergenic grasses (e.g. rye) planted next to operable windows.

_____ Subtotal for Section 3

Section 4: Durability and Materials Conservation

DESIGN CHOICES

☐ (2) 4-1. Standardize dimensions used to reduce waste.
☐ (2) 4-2. Install materials with longer life cycles.
☐ (2) 4-3. Use stacked floor plans.
☐ (2) 4-4. Install materials produced in Hawaii.

TERMITE DETAILS

☐ (★) 4-5. Ensure that all wood used has EPA-approved chemical treatment.
☐ (★) 4-6. Field-treat all cuts and drill-holes in treated wood.
☐ (1) 4-7. All plantings at least 24 inches from the building perimeter.
☐ (1) 4-8. All roots thoroughly removed when vegetation cleared.
☐ (1) 4-9. Regular inspection for termites during construction (post schedule).
☐ (1) 4-10. Easy access provided for termite inspection by homeowner.
☐ (1) 4-11. Use only materials impervious or highly resistant to termites (pressure treated lumber, concrete, masonry, galvanized steel, and plastic lumber).
☐ (1) 4-12. Poured concrete in place of wood or CMU for building foundations.
☐ (1) 4-13. All slab penetrations sealed with epoxy or non-shrink grout.
☐ (1) 4-14. Galvanized termite pans separate foundations from wood structures.
☐ (2) 4-15. Install termite colony elimination system.
☐ (3) 4-16. Install 4-inch basalt termite barrier (BTB) around footings and beneath slabs (protect during construction).
☐ (3) 4-17. Install a non-chemical ground treatment termite control system (steel mesh or equivalent).
☐ (3) 4-18. Use copper termite pans to separate foundations from wood structures.

FRAMING

☐ (1) 4-19 Use two-stud corners.
☐ (0) 4-20. Deleted
☐ (0) 4-21. Deleted
☐ (0) 4-22. Deleted
☐ (1) 4-23. Install recycled content fascia, soffits, or trim.
☐ (2) 4-24. Use Intermediate Framing System (16" O.C. studs, with 2-stud corners, ladder partitions, let-in headers).
☐ (2) 4-25. Use recycled-content sheathing.
☐ (0) 4-26. Deleted
☐ (0) 4-27. Deleted
☐ (0) 4-28. Deleted (Covered in 4-5)
☐ (3) 4-29. Use Advanced Framing System when permitted (24" O.C. studs, 2-stud corners), ladder partitions, let-in headers, etc.

FOUNDATION

☐ (3) 4-30. Non-asphalt based damp proofing used for foundation and basement walls.
☐ (3) 4-31. Use concrete with fly ash content.
☐ (3) 4-32. Use recycled aggregate containing crushed concrete, brick, concrete block, asphalt, or glass cullet for base or fill.

SUB-FLOOR

☐ (2) 4-33. Use recycled-content underlayment.

WINDOWS AND DOORS

☐ (1) 4-34. No luan doors used.
☐ (1-3) 4-35. Use window frames and doors made of wood certified as "sustainably produced" (see User Guide for recognized certifiers).
☐ (2) 4-36. Flashing to seal above doors, windows, and other openings.
☐ (3) 4-37. Frames are wood/composite with recycled content.
☐ (3) 4-38. Interior doors reclaimed.

INSULATION

☐ (2) 4-39. Use insulation with recycled content, including cellulose, fiberglass, expanded polystyrene (EPS), and mineral wool.
☐ (2) 4-40. Use environmentally-preferable foam insulation (formaldehyde-free, CFC-free, HCFC-free).

INTERIOR WALLS

☐ (1) 4-41. Use drywall with recycled-content gypsum.

FINISH FLOOR

☐ (1-3) 4-42. Use wood flooring certified as "sustainably produced" (see User Guide for recognized certifiers).
☐ (1) 4-43. If installing vinyl flooring, use product with post-industrial recycled content.
☐ (1) 4-44. Install recycled-content carpet pad.
☐ (2) 4-45. Use recycled-content or renewed carpet.
☐ (3) 4-46. Use reclaimed wood.
☐ (3) 4-47. Install cork or bamboo flooring.
☐ (1) 4-48. Install laminated or veneered wood floor.
☐ (3) 4-49. Use concrete or indigenous stone flooring.
☐ (3) 4-50. Use recycled-content ceramic tile.
☐ (1) 4-51. Use resilient flooring with no chlorine used during manufacturing.

CABINETRY AND TRIM

☐ (3) 4-52. Cabinets made with medium density fiberboard or wheatboard.
☐ (2) 4-53. Finger-jointed or engineered wood trim (including MDF).
☐ (3) 4-54. Use countertops with recycled content.
☐ (3) 4-55. Install concrete or indigenous stone countertops.
☐ (3) 4-56. Use refurbished cabinets.
☐ (1-3) 4-57. All hardwood trim or casework from wood certified as "sustainably produced" (see User Guide for recognized certifiers).

ROOF

☐ (1) 4-58. Flash all roof-to-wall intersections.
☐ (1) 4-59. Use resource-efficient roofing such as metal panels or composite shingles with recycled content.
☐ (2) 4-60. Install 30-year roofing material.
☐ (3) 4-61. Install 40-year roofing material.

EXTERIOR FINISH

☐ (1) 4-62. Use resource-efficient siding such as metal, vinyl, cement fiberboard, and stucco.
☐ (1) 4-63. Use 50-year siding product.
☐ (1) 4-64. Use reworked paint.
☐ (2) 4-65. Exterior coatings and paints have recycled content.
☐ (2) 4-66. Materials are factory finished.

OUTDOOR FEATURES

☐ (0) 4-67. Deleted (Covered in 4-5)
☐ (1) 4-68. Compost or mulch used in landscaping.
☐ (1) 4-69. Crushed/ground gypboard used as a soil amendment.
☐ (2) 4-70. Reclaimed or salvaged material used for landscaping walls.
☐ (2) 4-71. Recycled content materials used for fences, benches, decking, docks, retaining walls, picnic tables, and landscape borders.
☐ (5) 4-72. Create functional outdoor living spaces while limiting overall square footage of structure.

JOB SITE OPERATIONS

(For custom homes, triple points for each item in this category, due to increased difficulty.)

☐ (1) 4-73. Posted job-site waste management plan (including reduce, reuse, recycle goals/actions).
☐ (1) 4-74. Waste management education conducted on site for field personnel.
☐ (1) 4-75 Detailed take-off provided as cut list to framer.
☐ (1) 4-76. Recycling areas or containers well-signed.
☐ (1) 4-77. Central cutting area or cut packs.
☐ (1) 4-78. Subcontractors required to participate in waste reduction efforts.
☐ (1) 4-79. Use suppliers offering reusable, recyclable or U-turn packaging.
☐ (1) 4-80. Reuse building materials.
☐ (1) 4-81. Reuse dimensional framing materials.
☐ (1) 4-82. Use recyclable supplies, e.g., construction fences, tarps, etc.
☐ (1) 4-83. Excess materials donated to a non-profit organization (e.g., Hawaii Materials Exchange).
☐ (1) 4-84. Wood scraps sold or given away.
☐ (1) 4-85. Reusable items sold or donated.
☐ (1) 4-86. Use reusable forms.
☐ (1) 4-87. Recycle cardboard.
☐ (1) 4-88. Recycle metal scraps.
☐ (1) 4-89. Recycle clean wood (borate-treated or untreated scrap), e.g., for composting.
☐ (1) 4-90. Recycle packaging.
☐ (1) 4-91. Recycle drywall.
☐ (1) 4-92. Recycle concrete/asphalt rubble, rock, and brick.
☐ (1) 4-93. Least toxic materials selected to reduce disposal requirements (e.g., paints, termite treatments).

Bonus Points

☐ (5) 4-94. Track and prominently post waste reduction results on site (similar to safety record signs).
☐ (5) 4-95. Home no larger than 1,800 square ft.
☐ (10) 4-96. Home no larger than 1,400 square ft.
☐ (10) 4-97. More than 50% of wood used in home is certified by a third-party agency as "sustainably-produced."

_____Subtotal for Section 4

Section 5: Environmentally-Friendly Home Operations

- ☐ (★) 5-1. Owners provided with information on operating and maintaining their "green" home for optimum performance. If A/C, must include instructions about efficient O&M for A/C system and operation of programmable thermostats. (See User Guide for minimum requirements.)
- ☐ (★) 5-2. Owners provided with information about maintaining their outdoor landscaping using "green" techniques. (See User Guide for minimum requirements.)
- ☐ (2) 5-3. Provide a list of Energy Star appliances for those not installed.
- ☐ (2) 5-4. Provide a laundry line. (If indoors, e.g. garage, MUST PROVIDE ADEQUATE VENTILATION.)
- ☐ (2) 5-5. Recycling center with two or more bins included in or near kitchen (can be outdoors).
- ☐ (2) 5-6. Build a lockable storage closet for hazardous cleaning & maintenance products, separate from occupied space
- ☐ (3) 5-7. Furnish three compact fluorescent light bulbs to owners (encouraged if installing screw-in compacts)
- ☐ (3) 5-8. Conduct consumer orientation during final walk-through (point out BUILTGREEN™ features, how to maintain them, operate them.)
- ☐ (2) 5-9. Builder's own idea for education and encouraging consumers to take care of their home in an environmentally friendly way.

_____ Subtotal for Section 5

Rating Information

Developer/Builder _____

Project _____

Home location _____

Total Points for Home _____

Program Level Obtained:

☐ 1-Star ★ ☐ 2-Star ★★ ☐ 3-Star ★★★

(*See front of checklist for qualifying requirements)*

By my signature, I certify that I have performed all Action Items checked above:

_____

(Home Builder Signature and Date)

L. CERTIFICATION AND ACKNOWLEDGEMENTS

The undersigned represents and warrants that the information provided is true and complete and that DHHL may consider the information as continuing to be true and correct until a written notice of a change is given to DHHL by the undersigned. The undersigned understands that knowingly making any false statement to DHHL in connection with this application shall constitute perjury and be punishable as such. The undersigned agrees to provide any other information that DHHL deems necessary to determine the qualifications of the applicant.

The undersigned agrees and certifies that the Department shall not be held liable for any information provided by the Department to the developer, whether contained herein or provided separately.

It is further understood and agreed that:

1. The Department Selection Committee reserves the right to reject any or all proposals and waive any defects when, in the Committee's opinion, such rejection or waiver will be for the best interest of the State;

2. The selection of proposals shall be conditioned upon funds being made available for this project and further upon the right of the Department to hold all proposals received for a period of ninety (90) days from the date of the opening thereof, unless otherwise required by law, during which time no proposal may be withdrawn;

3. By submitting this proposal, the undersigned is declaring that the undersigned's firm has not been assisted or represented on this matter by an individual who has, in a State capacity, been involved in the subject matter of this contract in the past two (2) years.

4. DHHL is relying on the information provided herein to qualify the undersigned as an eligible Developer under the Hawaiian Homes Commission Act, 1920, as amended.

Receipt of the following addenda issued by the Department is acknowledged by the date(s) of receipt indicated below:

Addendum No. 1 _____	Addendum No. 4 _____
Addendum No. 2 _____	Addendum No. 5 _____
Addendum No. 3 _____	Addendum No. 6 _____

Respectfully submitted,

(CORPORATE SEAL)

_____

By _____

Title _____

Date _____