

House District 47

Senate District 23

THE TWENTY-NINTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Recipient" means any organization or person receiving a grant.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Central Oahu Youth Services Association, Inc.

Dbas: Central Oahu Youth Services Association, Inc. (COYSA)

Street Address: 66-528 Haleiwa Rd., Haleiwa, HI 96712

Mailing Address: same

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name LINDA L. IKEDA

Title EXECUTIVE DIRECTOR

Phone # 808 637-9344

Fax # 808 637-3050

E-mail likeda@coysahi.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL
- OTHER

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

DEMOLITION OF DILAPIDATED STRUCTURE; PLANNING, DESIGN, PERMITTING, AND CONSTRUCTION OF MULTIPURPOSE COMMUNITY FACILITY

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 1,018,560.00

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ _____
 FEDERAL \$ _____
 COUNTY \$ _____
 PRIVATE/OTHER \$ 250,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

LINDA L. IKEDA, EXECUTIVE DIRECTOR
NAME & TITLE

JANUARY 13, 2017
DATE SIGNED



RECEIVED
1/20/17
[Signature]

Central Oahu Youth Services Association, Inc. (COYSA)
66-528 Haleiwa Road
Haleiwa, HI 96712
(808) 637-9344 / fax (808) 637-3050
execdir@coysahi.org



January 20, 2017

Senate Committee on Ways and Means:
State Capitol, Rm. 207
Honolulu, HI 96813
Attn: GIA

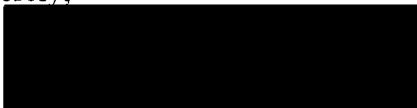
Re: **2017/2018 GIA**

Dear representative,

Please find one copy of COYSA's proposal for Demolition of Dilapidated Structure/Planning, Design, Permitting, and Construction of a Multipurpose Community Facility. This will be for youth, ages 12 to 17, referred by the Dept. of Human Services, Child Welfare or the Judiciary, Family Court. The plan is for a flexible use space to provide supports for youth in the shelters.

We are excited for this opportunity and appreciate your consideration.

Sincerely,



Linda L. Ikeda, PhD, MSW
Executive Director

Board Members:
President: Florentino Tamondong
Vice President: Paul Wescott
Loren Walker

Treasurer: Neal Ikeda
Secretary: Teresa Cramer



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Application for Grants

I. Background and Summary

1. Brief description of the applicant's background

Background/history. Central Oahu Youth Services Association, Inc. (COYSA) is a 501(c)3 community-based non-profit incorporated in 1980. COYSA provides emergency shelter and support services to youth, ages 12 to 17, referred by the Department of Human Services, Child Welfare Services (DHS/CWS) and the Judiciary, First Circuit Family Court (FC). Located in Haleiwa, COYSA runs the only emergency shelter program for youth in the Wahiawa/North Shore area. Referrals are accepted from throughout Oahu and the neighbor islands.

COYSA has served this target population since the agency's inception, initially housing youth in Wahiawa near the High Core/Storefront School and later at the Haleiwa site on City property (lease under the Office of Community Services). Both the Wahiawa alternative school and Haleiwa shelter program were started by COYSA's founder, the late Edward Tonaki.

Mission. The mission of COYSA, throughout the years, has been: *to establish a comprehensive therapeutic milieu fostering positive and empowering experiences in an effort to enhance the quality of life and to act as a catalyst in securing appropriate and optimum mental health, medical, academic, vocational and social services for youth in crisis.*

Impact measures. COYSA tracks youth demographics, the number of youth served (projected at 100 to 120 per year), length of stay, length of stay before placement, placement type, services received, and the like. While the goal is more permanent placement within 30 days, some cases require more time and some less (as determined by DHS caseworkers or FC probation officers).

Services provided to residential youth aim to help build or strengthen levels of family functioning, coping and social skills, and self-concept and self-esteem, facilitating future placement. Since the program started, these have been assessed by way of three standardized surveys, with the goal that 75% of the youth show improvements in all areas.

2. Goals and objectives related to the request

COYSA has been operating two eight-bed shelter homes—one for boys and another for girls. The boys' house, however, has been in disrepair, and the girls' house is inaccessible to anyone who cannot use the stairs. Another structure, remodeled in 2012 and designed as residential, has been used as temporary office space. This structure could readily serve as the girls' house. These three buildings are currently under renovation. (See Site Sketch for relative location and scale of structures. Building 4 is shown on left, Building 3 next door, Building 2 center right, and Building 1 on far right.)

Though minor, these fixes will result in:

- ADA compliance of the boys' shelter
 - a return of the administrative space to residential through use as the girls' shelter, and
 - ADA compliance of this (new) girls' shelter.
- Building 4. The existing boys' shelter will undergo repairs (e.g., front door, windows, kitchen floors, rain gutters, etc.) and be brought into ADA compliance. This will remain the boys' house.
 - Building 3. This structure, designed for residential use, has been serving temporarily as administrative office space. Once repaired and brought into ADA compliance (e.g., through replacement of ramp and handrails, widening of door-ways, installation of grab bars), this building will serve as the (new) girls' shelter.
 - Building 2. The former girls' shelter, located in a flood zone and built up on stilts, will remain inaccessible (with stairways and no lift). This building will be repaired (e.g., replacement of stairs, new windows, rain gutters, etc.), offering space for an additional eight youth. Note: Youth who are not ambulatory can be accommodated at either Building 4 or 3.
 - Building 1. A fourth structure was vacated in January 2014 due to shifting panels/walls and sinking floors. These conditions prompted the 2014 GIA request for repairs to this building and the shelter homes. A later architectural assessment, however, deemed the building dilapidated and beyond repair. (See Supplemental Report.)
 - Note: Each of the three renovated structures (Buildings 4, 3, and 2) will have the capacity for accommodating eight youth. Administrative offices, formerly occupying an entire structure, will be interspersed in the houses.

Demolition/Rebuild. COYSA is now looking to demolish this fourth structure (Building 1) and to rebuild as a flexible use multipurpose facility. This facility will make it possible to serve the up-to-24 youth residing in the shelters, without having to travel or seek services off-site.

As planned, this multipurpose facility will provide:

- a meeting space for youth, their families, staff, and the board
- a common event and dining area
- classroom, training, and conference space, and
- an activity area (e.g., for arts, crafts, yoga, and dance—activities that have been found helpful for youth affected by abuse, abandonment, neglect, familial poverty and homelessness, and other trauma).

This facility and its use will support the youths' individual and social development. It will provide both separate and congregate spaces, allowing for choices; will offer privacy without seclusion; and will, in its design, encourage interaction of youth with staff, peers, and families. As a counterpoint to restriction and a sense of diminished opportunity, common to detention and other locked or enclosed facilities, the sparse and open design will offer a sense of freedom and possibility, will allow for easy observation, and will help to minimize need for management and custodial activities. Having the space well equipped (with projector, wi-fi, and audio) will facilitate learning activities, while the prep kitchen will enable the hosting of common meals and

special events. Intended furnishings will be light and readily moveable to allow studio space for activities (e.g., art or recreational activities with focus on youth development).

3. The public purpose and need to be served

This population of youth—ages 12 to 17 who have been abused, neglected, or otherwise rendered homeless—has been identified by the City and County as vulnerable and a high priority for both facilities and services, particularly services to prevent homelessness (Honolulu City and County, Final Consolidated Plan, 2010 to 2015; Final Consolidated Plan, 2015 to 2019). These youth are provided shelter, 24/7 supervision, meals, transportation to/from school and appointments, counseling, and support services.

Renovation (2014 GIA). Two buildings on the property have been used as shelters, housing eight youth apiece. A third building, designed as residential, has been used to house administrative offices. These are currently being renovated under a 2014 GIA, made active August 2015, with attention to general fixes and ADA compliance. Once completed, this renovation will add eight beds to the existing 16, resulting in the capacity for 24 youth.

Capital improvements. The current request is for **demolition** of a vacant and dilapidated 1,200 sq.ft. structure, to be replaced by a 1,700 sq.ft. multipurpose community facility (**rebuild**). This flexible use site will be designed for classroom and meeting space, dining, events, and arts and recreational activities.

Demolition (proposed). The demolition will serve to do away with a deteriorated structure beyond repair, formerly used for staff offices and meeting space. This structure, vacated in January 2014, is an eyesore and potential health and safety hazard. (See attached Supplemental Report documenting condition of structure and projected cost for renovation vs. rebuild.) Though the architecture is common and there is no precedent for historic preservation of similar buildings on the property, COYSA will check with the State to make certain that preservation is not warranted.

Rebuild (proposed). The proposed multipurpose community facility will provide a large classroom studio with high ceilings, natural light and air, a prep kitchen, and a divideable counseling office. This space will be ideal for meetings, classes, trainings, common dining, youth activities, sessions with families, and other gatherings. This space will be made available to the general community for scheduled events.

This proposed demolition/rebuild will enhance both material and social conditions in the underserved Wahiawa/North Shore area. Demolition will remove an area of blight and hazards to health and safety. The rebuild will allow for enhanced, targeted services to a high-risk population, potentially resulting in avoided future costs (i.e., change of trajectory through secondary prevention and attention to positive youth development).

4. Target population to be served

The emergency shelters—currently, one for boys and another for girls—each house eight youth, with six beds accommodating Child Welfare cases and two (as space allows) accommodating Family Court cases. The youth referred have suffered abuse or neglect, sometimes related to a parent's addiction, mental illness, or incarceration. Many have come to the attention of social services due to trancies, runaways, homelessness, addictions, law infractions and harms to themselves or others.

5. Geographic coverage

Though located on Oahu's north shore, referrals are accepted from throughout Oahu and the neighbor islands (Hawaii), with some youth originating from Guam, Micronesia, and the Marshall Islands.

II. Service Summary and Outcomes

1. Scope of work, tasks and responsibilities

COYSA is requesting GIA support to demolish a dilapidated structure and put up a multipurpose facility in its place. Funds will cover schematic planning and design development, necessary surveys, permitting, new construction, and compliance checks. When complete, the flexible use space will accommodate up to 66 persons for the purposes of classroom activities, trainings, meetings, counseling sessions, recreational and art activities, common dining, and special events.

To achieve this, COYSA has sought the assistance of René Berthiaume to serve as **Consultant** (independent contractor). René is knowledgeable about and experienced in construction oversight, having served in human services, construction, and housing for over 45 years. René will give input at every phase of the project, will manage the bidding process, will guide and monitor, and will work directly with the general contractor and vendors. (See attached resume.)

COYSA has also turned to **Shimokawa and Nakamura** (s+n)—a full-service architectural firm with experience in creative and visionary design of hotels, custom homes, and industrial/commercial facilities—for development of an initial design plan, to include cost estimates. Though experienced in grand projects, s+n has already proven itself attentive to the constraints of COYSA's budget and schedule, without compromising its aim for quality. (See attached s+n brochure.)

Internally, COYSA will rely on its **Executive Director**, who will devote a portion (10%) of her time to Project, will contribute to design selections, will work closely with both the Site Manager/Community Liaison and Consultant in facilitating Project, and will be responsible for reports to funder; **Bookkeeper**, who will devote a portion (20%) of her time to manage Project accounting and records; and **Site Manager/Community Liaison**, who will devote a portion (25%) of her/his time to Project, will be responsible for clearance of vacated office structure (to include furnishings, file cabinets, discarded office materials, items in storage, etc.), will help to ensure the safety and security of the grounds throughout the renovation process, may deal with vendors, and will assist in community networking and establishing of linkages to facilitate

Project and agency’s work.

2. Projected timeline for accomplishing the results or outcomes of the service

First and second quarters (year 1)
Planning and permitting (architectural drawings, appraisals, necessary surveys, permitting, bidding)
Continual capital campaign
Oversight and compliance
Third quarter and fourth quarters (year 1)
Demolish existing admin building (1,200 sq.ft.)
Construct new building (1,700 sq.ft.): foundation, wood framing structure, wood siding exterior with bi-fold doors along three sides; interior finish (paint), ceiling (acoustic tile), floors (vinyl plank)
Continual capital campaign
Oversight and compliance
First and second quarters (year 2)
Construct multipurpose space (1,000 sq.ft; 66 occupants); restrooms, drinking fountain and service sink; meeting room (200 sq.ft. sub-dividable into 2 100 sq.ft. rooms); prep kitchen w/ 120 sq.ft. hand sink and three compartment sinks
Continual capital campaign
Oversight and compliance
Certificate of occupancy

3. Quality assurance and evaluation plans (to include plans to monitor, evaluate, and improve results)

The selection of René Berthiaume as Consultant and Shimokawa + Nakamura as architectural firm will help to ensure, not only a quality outcome, but integration of economic, social, and cultural values. Both will assist with matters of budget management, leveraging of public and private financing, planning, development and implementation, oversight, and compliance.

These entities will also assist the Executive Director in conducting process and outcome reports and other documents, as required by funders. Attention will be paid to:

- compliance with contract terms
- meeting of performance measures
- accuracy and completeness of documentation
- adherence to required operating procedures and practices, and
- effectiveness and efficiency—in performance, impact, design, administration, and fiscal management.

Contractors will be selected through a bidding process, developed and approved by the Board of Directors. All contractors will have the appropriate licenses and accreditations.

- 4. Measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated, to be updated depending on the level of appropriation

Measures of effectiveness

Quarter 1, year 1

- request release of funds
- update project budget
- prepare bidding packets for Board approval
- conduct bidding
- select contractor
- submit required reports

Quarter 2, year 1

- request release of funds
- complete architectural plans
- submit plans for approval
- begin permitting procedures
- submit required reports

Quarter 3, year 1

- request release of funds
- continue permitting procedures
- groundbreaking
- begin construction
- submit required reports

Quarter 4, year 1

- request release of funds
- continue permitting procedures
- continue construction, submit draws
- produce, submit required reports

Quarter 1, year 2

- request release of funds
- continue permitting procedures
- continue construction, submit draws
- produce, submit required reports

Quarter 2, year 2

- request release of funds
- punch list/inspections
- certificate of occupancy
- produce, submit required reports

III. Financial

Budget

1. Budget to detail the cost of the request

COYSA is requesting \$1,018,560.00 for the purpose of demolition/rebuild. See attached budget pages.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2018

Quarter 1&2	Quarters 3&4	Quarters 5&6	Total Grant
\$126,900	\$382,380	\$382,380	\$1,018,560.00

3. Other sources of funding sought for fiscal year 2018

An appropriation in the amount of \$250,000 was requested by then-Councilman Ernie Martin in 2016 and was approved by City legislators in a series of hearings, but has not been released by the Mayor. These funds were initially requested through CDBG for capital improvements, to include repairs to existing structures and rebuild of Structure 4. If/when released, these funds will cover technological equipment and lightweight, readily moveable furnishings essential to the program and multipurpose site.

4. All state and federal tax credits granted within the prior three years. All state and federal tax credits applied for or anticipated applying for pertaining to any capital project, if applicable.

Not applicable.

5. All federal, state, and county government contracts and grants it has been and will be receiving for program funding.

COYSA receives program funding from the Dept. of Human Services, Child Welfare Services, and the Judiciary, Family Court, First Circuit. Grants include:

Year	Contract #	Contact	Amount
Apr 2010 - July 2012	CT-DCS-1000 160-2	Stephen Karel	\$243,000.00
July 2010 - June 2011	DHS-04-POS-1834	Clayton Higa	\$375,764.92
Jul 2010 - June 2011	JUD08-082	Glennard H.B. Fong	\$31,345.00
Apr 2011 - July 2012	CT-DCS-1100214	Stephen Karel	\$87,500.00
July 2011 - June 2012	DHS-11-POS-363	Kenwyn Kaahaaina	\$363,550.00

July 2011 - June 2012	JUD12-060	Glennard H.B. Fong	\$31,345.00
July 2012 - June 2013	DHS-11-POS-363	Kenwyn Kaahaaina	\$363,550.00
July 2012 - June 2013	JUD12-060	Anona Gabriel	\$31,345.00
July 2013 - June 2014	DHS-11-POS-363	Kenwyn Kaahaina	\$363,550.00
July 2013 - June 2014	JUD12-060	Anona Gabriel	\$31,345.00
July 2014 - June 2015	DHS-11-POS-363	Kenwyn Kaahaaina	\$365,695.00
July 2014 - June 2015	JUD12-060	Anona Gabriel	\$31,345.00
July 2015 - June 2016	DHS-16-POS-3041	Christine Gamboa	\$440,000.00
July 2015 - June 2016	JUD16-100	Anona Gabriel	\$45,000.00
July 2016 - June 2017	DHS-16-POS-3041	Christine Gamboa	\$396,000.00*
July 2016 - June 2017	JUD16-100	Anona Gabriel	\$45,000.00

*Decrease related to temporary closure for renovation.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

Balance was \$678,494.05.

IV. Experience and Capability

A. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

COYSA has over 35 years of experience in providing residential and support services to state-referred youth, ages 12 to 17, affected by abuse, neglect, and caretaker absence. This includes management of multiple government and private grants from the: Dept. of Human Services, Child Welfare Services; Family Court, First Circuit; State Office of Community Services; Hawaii Community Foundation; and Aloha United Way, among others.

With regard to capital projects, COYSA has successfully managed numerous grants over the years, including:

Date	Contract #	Amount	Purpose
2001	F83521	\$75,000.00	Construction of staircase, Building 2
2008/2009	-	\$97,000.00	Property rehabilitation
2011	CT-DCS-1100214	\$87,500.00	Renovation
2011	CT-DCS-1000160	\$273,000.00	Renovation, Building 3

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request.

Licensing. COYSA's shelters are licensed annually by the Hawaii State Department of Human Services as Emergency Shelters/Child Care Institutions, serving as short-term/temporary placements for youth in immediate need. Placements range from a couple of days to several months, depending on the availability of appropriate referrals upon discharge.

Lease. The lease for the Haleiwa property, managed by the State Dept. of Community Services, was recently renewed through 2021 (a 5-year extension). The use of the property is limited to residential and support services for abused, neglected, and homeless youth, ages 12 to 17.

Shelter facilities. The existing boy's house (Building 4) has five bedrooms, accommodating eight youth; two bathrooms with showers, a large kitchen, living room, dining area, and laundry/recreational room.

The former office building (Building 3) was renovated in 2012 and offers four bedrooms with closets, to accommodate two girls each; two large bathrooms with showers, a commercial size kitchen, dining/meeting room, pantry, laundry area, lanai, and storage areas.

The former girls' house (Building 2) has five bedrooms, accommodating eight youth; 2 bathrooms with tubs and showers, a large living room, kitchen, dining area, laundry area, and storage.

These buildings are situated on a large lot, directly across from Haleiwa Elementary School. The location is removed from the commotion of the city, is near bus lines, and is within walking distance to the beach and shops. The spaciousness of the grounds, several large trees, and a smattering of old picnic tables invite outdoor activities. Traces of a former greenhouse, tool sheds housing an assortment of gardening equipment, tents from COYSA's wilderness days, and electric generators in the event of power failure remain on the property.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

Staffing. Currently, 13 staff work directly with youth—a full time Program Director, 6 full time Residential Staff, and 6 part time/on call Residential Staff. Additionally, COYSA employs a .85fte Executive Director, .35fte Bookkeeper, .20fte Administrative Assistant, and .50fte Site Manager/Community Liaison.

Clinical staff. Clinical staff—including the Executive Director (ED), Program Director, and MSW intern/s—are or will become knowledgeable about trauma populations, evidence-based and best practices, crisis management, state mandates, contract requirements, and funder expectations. The ED has trained in mental health, both child and adult; holds an MSW from UCLA with focus on child welfare, and PhD in social welfare from UH Mānoa with focus on program evaluation; and has worked with community-based nonprofits for over 30 years. The Program Director will hold a master's and have experience in service provision, program development, and supervision.

Residential staff. Residential staff will have experience in providing residential and other services to youth affected by violence or abuse; will be interested in modifying conventional practices and procedures in favor of gender-responsive, trauma-sensitive, and culturally relevant programming; and will possess the characteristics conducive to the delivery of trauma informed care (for instance, transparency, genuineness, acceptance, and empathy).

Administrative staff. The Bookkeeper (.35fte) holds a degree in accounting, is skilled in the use of Excel and QuickBooks, and familiar with nonprofits and general office procedures. Her work will be supported by that of the .20fte Administrative Assistant, who may also assist in maintaining client and service data, scheduling of residential staff, and file maintenance. Oversight of these functions and production of reports to funders are charged to the .85fte Executive Director.

Supervision. Clinical and support services are overseen by the Executive Director and coordinated by the Master's level Program Director. This individual will conduct weekly supervision sessions with direct service providers, approve service plans, and help to develop specialized policies and procedures—taking into account established guidelines for gender-responsive, trauma-informed, and culturally relevant programming.

Clinical staff review the youth records to ensure that assessment ratings are consistent with the data gathered; service plans are completed shortly after intake; service goals and objectives are appropriate; progress notes are completed and connected to the service plan; and service plans are reviewed and revised as necessary.

Training. COYSA covers, in initial trainings to staff

- the organization's history
- its target population

- expectations and responsibilities of staff
- the duties of each shift
- agency policies and procedures
- house rules for the shelters
- housekeeping expectations
- food safety
- workplace safety
- intake and exit procedures
- confidentiality and case record keeping
- emergency, runaway, and critical incident protocol
- CPR and first aid, HIV AIDS
- problematic youth behaviors (e.g., swearing, fighting, theft)
- consequences for troublesome behaviors
- smoking, drinking, and drug use
- suicidality, self-harm, and depression
- anger and aggression
- dispensing of medications
- working with LGBTQ youth
- the importance of socializing
- and use of praise.

Subsequent trainings will cover:

- ethics and boundaries
- strength-based rule violation protocol
- safety and security, physical and psychological
- the importance of self-care
- power struggles and how to avoid them
- the negative consequences of labeling
- complex trauma and its lasting effects
- aggression replacement
- the problems with seclusion or restraints
- the importance of including youth—in planning, decision making, etc.
- and trauma informed care.

B. Organization Chart

See attached Organization Chart.

C. Compensation

COYSA operates under a volunteer Board of Directors, responsible for selection of the salaried Executive Director. Salary levels fluctuate, however, with grant award levels. Most recent salaries include:

Executive Director (.75fte)	\$45,000
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Program Director (1fte)	\$36,000
House Lead (1fte)	\$24,960

VI. Other

A. Litigation

Not applicable.

B. Licensure or Accreditation

Two of the shelter facilities are licensed by the Dept. of Human Services as Certified Childcare Institutions (Buildings 1 and 3). The third facility (Building 2) will be inspected for certification upon completion of renovations.

C. Private Educational Institutions

Not applicable.

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2017-18.

COYSA has plans in place for expanding its programs for Family Court youth. This includes work with youth involved in the Accountability Program, responsible for restitution; work with youth in need of transitional support services and extended shelter stays; and accommodation of self-referred homeless youth.

COYSA has also been working on an on-site grounds maintenance program, to include mowing, raking, weed control, general clean-up and related tasks as a means of prevocational skills building. As resources allow, COYSA may also develop an on-site plant nursery/greenhouse and possibly a trellis project. Both would foster skills building and cultural awareness and connection to the community.

With regard to the capital projects, COYSA may turn to the Weinberg Foundation and/or CDBG for additional support. Limited support might also be solicited from the Friends of Hawaii Charities, the Geist Foundation, and OHA.

E. Certificate of Good Standing (If the Applicant is an Organization)

See attached.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

Central Oahu Youth Services Association, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	\$30,560.00			
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	\$30,560.00			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	\$9,400.00			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Audit	\$5,000.00			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	\$14,400.00			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	\$973,600.00			\$250,000.00
TOTAL (A+B+C+D+E)	\$1,018,560.00			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$1,018,560.00	Linda L. Ikeda 808 637-9344		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		Jan. 13, 2017		
(d) Total Private/Other Funds Requested	\$250,000.00	Signature of Authorized Official Date		
TOTAL BUDGET	\$1,268,560.00	Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2017 to June 30, 2018

Applicant: Central Oahu Youth Services Association, Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director (oversight, report production)	0.85	\$51,000.00	20.00%	\$ 12,000.00
Bookkeeper (accounting records)	0.35	\$12,400.00	11.00%	\$ 4,000.00
Site Manager/Community Liaison (health and safety, may deal with vendors, will help prepare facility for demolition)	0.50	\$14,560.00	50.00%	\$ 14,560.00
				\$ -
				\$ -
				\$ -
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				\$ -
				\$ -
TOTAL:				30,560.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: Central Oahu Youth Services Association

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: Central Oahu Youth Services Assn.

FUNDING AMOUNT REQUESTED \$1,018,560.00

TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2015-2016	FY: 2016-2017	FY:2017-2018	FY:2017-2018	FY:2018-2019	FY:2019-2020
PLANS			\$170,000.00			
LAND ACQUISITION						
DESIGN			\$76,600.00			
CONSTRUCTION			\$638,300.00			
EQUIPMENT				\$250,000.00		
TOTAL:			\$973,600.00			

JUSTIFICATION/COMMENTS: *request for equipment to cover furnishings, not fixed

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Central Oahu Youth Services Association, Inc.

Contracts Total: 3,821,335

CONTRACT DESCRIPTION		EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Construction of staircase, Building 2	2001		Honolulu	\$75,000.00
2	Property rehabilitation	2008/2009		Honolulu	\$97,000.00
3	Renovation	2011	CDBG	State/US	\$87,000.00
4	Renovation, Building 3	2011	CDBG	State/US	\$273,000.00
5	Program	Apr 2010 - July 2012	CT-DCS-1000 160-2	State/US	\$243,000.00
6	Emergency Shelter - Child Welfare	July 2010 - June 2011	DHS-04-POS-1834	State	\$375,764.92
7	Emergency Shelter - Family Court	Jul 2010 - June 2011	JUD08-082	State	\$31,345.00
9	Program	Apr 2011 - July 2012	CT-DCS-1100214	State	\$87,500.00
10	Emergency Shelter - Child Welfare	July 2011 - June 2012	DHS-11-POS-363	State	\$363,550.00
11	Emergency Shelter - Family Court	July 2011 - June 2012	JUD12-060	State	\$31,345.00
13	Emergency Shelter - Child Welfare	July 2012 - June 2013	DHS-11-POS-363	State	\$363,550.00
14	Emergency Shelter - Family Court	July 2012 - June 2013	JUD12-060	State	\$31,345.00
16	Emergency Shelter - Child Welfare	July 2013 - June 2014	DHS-11-POS-363	State	\$363,550.00
17	Emergency Shelter - Family Court	July 2013 - June 2014	JUD12-060	State	\$31,345.00
19	Emergency Shelter - Child Welfare	July 2014 - June 2015	DHS-11-POS-363	State	\$365,695.00
20	Emergency Shelter - Family Court	July 2014 - June 2015	JUD12-060	State	\$31,345.00
22	Emergency Shelter - Child Welfare	July 2015 - June 2016	DHS-16-POS-3041	State	\$440,000.00
23	Emergency Shelter - Family Court	July 2015 - June 2016	JUD16-100	State	\$45,000.00
25	Emergency Shelter - Child Welfare	July 2016 - June 2017	DHS-16-POS-3041	State	\$440,000.00
26	Emergency Shelter - Family Court	July 2016 - June 2017	JUD16-100	State	\$45,000.00
27					
28					
29					
30					

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.

- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.

- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Central Oahu Youth Services Association, Inc.

(Typed Name of Individual or Organization)



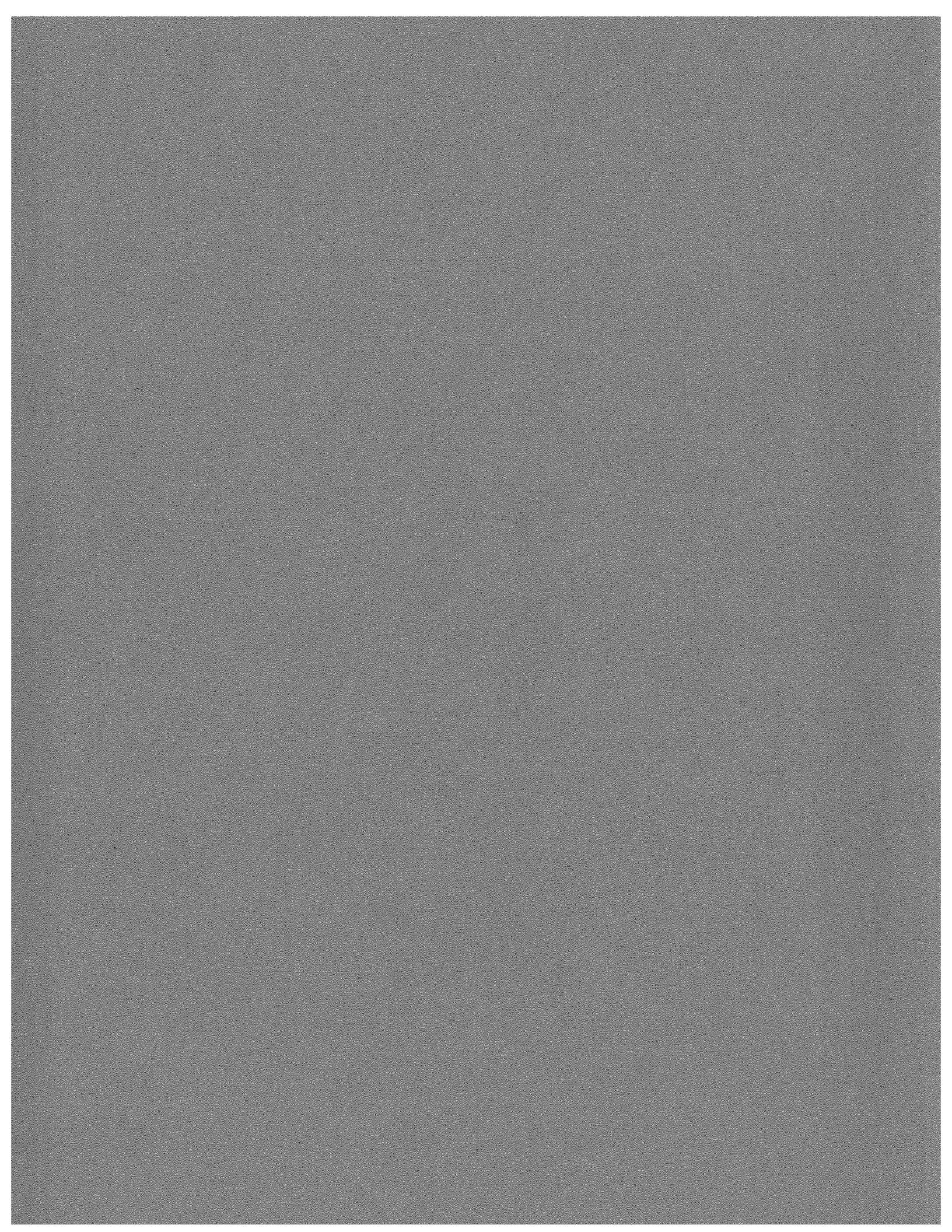
(Signature)
Linda L. Ikeda

January 13, 2017

(Date)
Executive Director

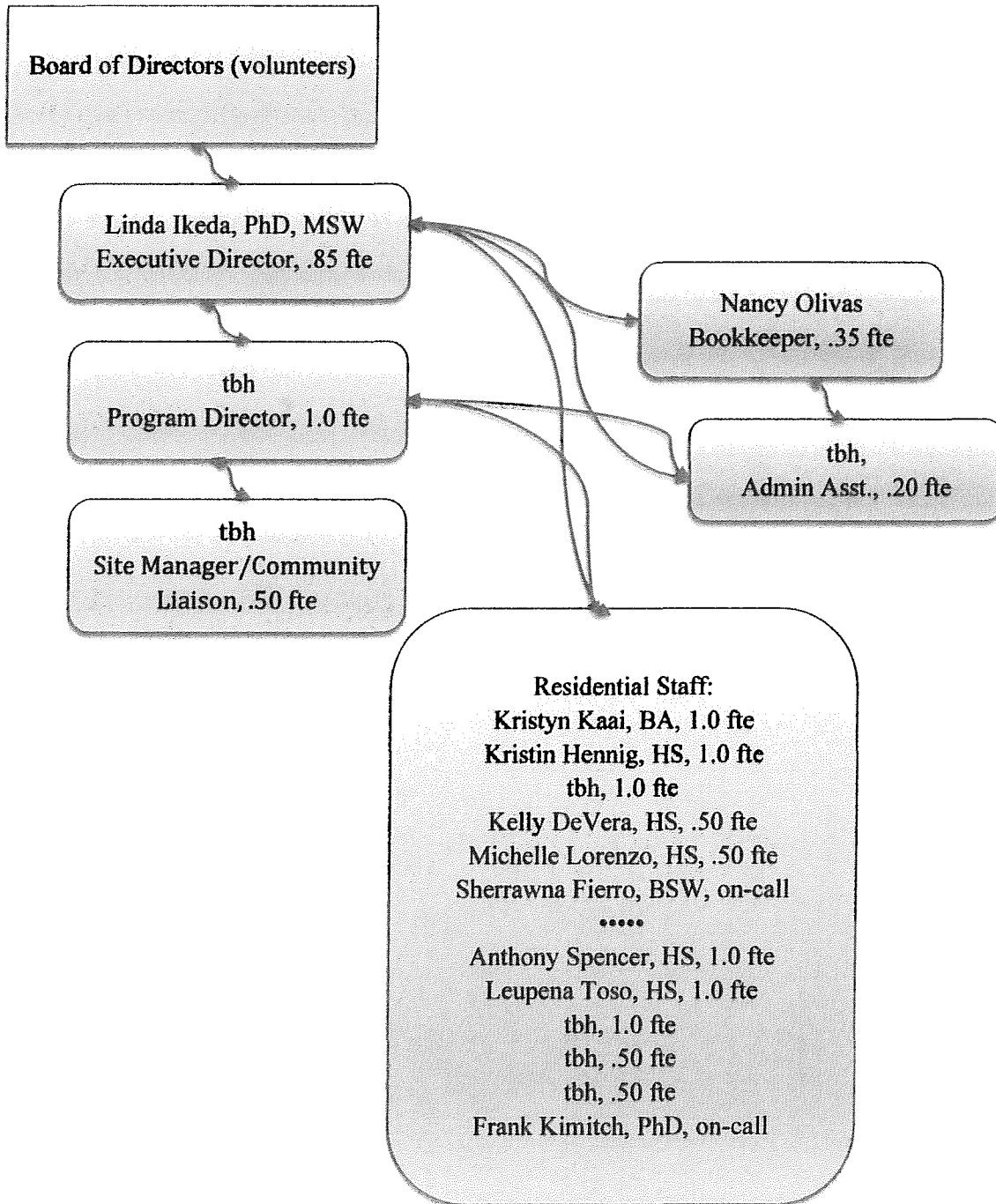
(Typed Name)

(Title)



Central Oahu Youth Services Association, Inc. (COYSA)
2016/2017

Organization Chart
Emergency Shelter Program



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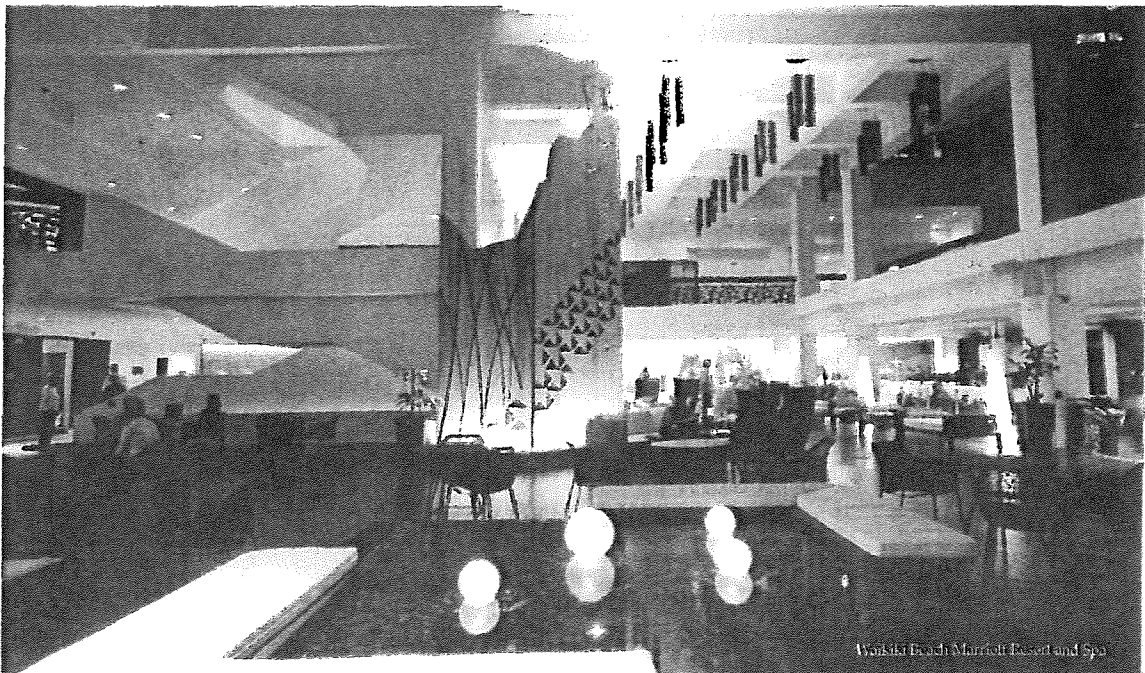
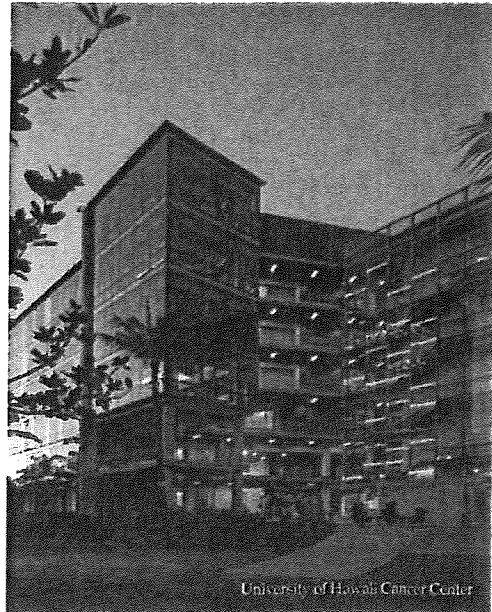
1580 Makaloa Street, Suite 1050
Honolulu, HI. 96814
Phone: (808) 955-3373
website: www.snllc.us

THE FIRM

Our constant goal is exceptional architecture that creates a lasting image that is at once elegant, delightful to the senses and still sensitive to our environment.

The firm's design approach begins with the client's program and evolves under the influence of creativity, sensitivity and synergy to produce architecture that is unique and appropriate to its surroundings.

This fulfillment of the client's needs is always taken in context of design, budget and schedule.



shimokawa+nakamura



OUR RESUMES

Colin H. Shimokawa, AIA
Principal

Peter E. Uchiyama, AIA LEED Green Associate
Principal

Jann Nagato
Project Architect



Colin H. Shimokawa, AIA
Principal

Education

Bachelor of Fine Arts in Pre-Architecture
University of Hawaii at Manoa
Honolulu, Hawaii

Master of Architecture
University of Colorado
Boulder, Colorado

Professional Registration

State of Hawaii, No. 4645

Professional Affiliations

American Institute of Architects (AIA)

Civic Affiliations

Honolulu Japanese Chamber of Commerce

Experience

Mr. Shimokawa started this company with his vision of a dynamic firm that would produce superior architecture by providing high quality projects, first-class service and great design. With over 38 years of experience, Mr. Shimokawa has helped create hotels, destination resorts, office buildings, retail shops, shopping complexes, residential projects, and public service facilities.

Formerly a Partner at Lawton, Umemura & Yamamoto, Architects, AIA, Inc., Mr. Shimokawa subsequently became a Senior Vice President of Hemmeter Design Group, a 125-person architectural firm. In April 1990, Mr. Shimokawa helped establish Projects International, an architectural, planning and interiors firm focused on hotels, destination resorts and high-end residential projects where he was a Principal and Director of Projects.

Mr. Shimokawa was also the Project Architect for the 679-acre, \$286 million Westin Kauai at Kauai Lagoons. The project consisted of redevelopment and expansion of an existing 558-room hotel into a luxury destination resort with 850 rooms. Support facilities include a cliff-side restaurant, Japanese restaurant, disco, wedding chapel on a 32-acre lagoon, and a Golf/Racquet Club with health spa facilities.

In June 1991, Mr. Shimokawa established his own practice as Shimokawa Architects, Inc. and in 2008, welcomed Mr. Jeffrey Nakamura as his partner and Vice President and changed the corporate name to Shimokawa + Nakamura.

Contact Info:
955-3373 ext 1
colin@snllc.us

Peter E. Uchiyama, AIA, LEED Green Associate
Principal

Education

Portland State University - Pre Architecture
University of Idaho
Bachelors of Architecture (BArch)
Moscow, Idaho

Professional Registration

State of Hawaii, No. 8706

Professional Affiliations

American Institute of Architects (AIA)
Council of Education Facility Planners International
LEED Exam Development Subject Matter Expert

Experience

Throughout his architectural career, Mr. Uchiyama has been involved in a number of different project types and is able to provide a unique perspective on various projects and design methodologies. Having worked for a large institution, he has been integrating architectural concepts and ideals into Strategic Planning, Master Planning, Project Management, Facilities Management and Architectural design.

As the Capital and Facilities Planner and Senior Capital Program Manager for Kamehameha Schools (KS), Mr. Uchiyama, developed a unique methodology to provide Planned Facilities Maintenance and Management. During his time at KS, he was responsible for the development of a planned facilities maintenance methodology that would preserve the assets of the school while providing foresight to future cost and allow the user to make informed decisions at a significantly higher level.

Among his most notable projects:

- Waikiki Beach Marriott Resort and Spa Hotel Renovation
- Pulama Lanai - Richard's Market
- Foodland Farms - Ala Moana
- Kamehameha Schools - Heeia Preschool: The first LEED Silver building for Kamehameha Schools
- Kamehameha Schools - Sustainability Master Plan
- Kamehameha Schools Keaau Campus Master Plan and Phase 1
- Ewa Beach International Golf Club

Contact Info:
955-3373 ext 111
peter@snllc.us

Jann Nagato
Project Architect

Education

Bachelor of Science - Architecture
University of Michigan
Ann Arbor, Michigan

Professional Registration

State of Hawaii

Experience

Ms. Nagato was born and raised in Honolulu, finished her education on the mainland and returned to Hawaii to start her Architectural career. Throughout her 28 year professional career, she has focused on design and project management of a number of local and international hospitality projects. Her international portfolio includes projects in Malaysia, Greece, Cypress and Egypt.

At Shimokawa + Nakamura, her recent work has focused on large scale, high-profile projects with challenging budgets and schedules. Her role has been to ensure that the design integrity of the project is maintained from conception through value engineering and on through the construction of the final product.

Relevant Project Experience

- Mandarin Oriental - Kuala Lumpur, Malaysia
- Sheraton Kuantan - Kuantan, Malaysia
- Paradise Harbor, Kingjie Shanghai, China
- Grecotel Kos Imperial - Psalidi Kos, Greece
- Sofitel Taba Heights - Taba Heights, Egypt
- OK Hill Resort - Kenting, Taiwan
- Montage Kapalua - Lahaina, Maui
- Andaz Maui at Wailea - Wailea, Maui
- Ritz Carlton Club and Residences - Kapalua Bay, Lahaina, Maui
- Kuki'o Lot 97 Residence - Kohala Coast, Hawaii
- Wild Horse Pass - Gila River, Arizona

DOROTHY (DORY) F. BAGA

98-1965 Hoala St.
Aiea, HI 96701

dory.baga@gmail.com
808-227-6720

EDUCATION //

Doctor of Architecture, University of Hawai'i at Manoa, May 2015
B.S. in Business Administration, University of Redlands, May 2009
H.S. Diploma, University of Hawaii Laboratory School, May 2005

WORK EXPERIENCE //

FERRARO CHOI & ASSOCIATES LTD., Honolulu, HI

Summer Intern, (06/2013-08/2013)

- Provided design and technical support on various on-going projects
- Refined design work from hand sketches; assisted with on-site measurement and verification
- Conceptualized the interior design of an office space that adhered to given design guidelines
- Completed digital renderings and presentation boards using photographs and other digital images
- Assisted in reorganization of the detail library

TONGJI ARCHITECTURAL DESIGN INSTITUTE, Shanghai, PRC

Summer Intern, (06/2012-08/2012)

- Collaborated on facade design and detailing
- AutoCAD drafting

BEST BUY, Aiea, HI

Customer Service Specialist, (01/2011-4/2012)

- Process customer transactions per Best Buy SOP
- Address any questions or concerns customers have regarding store programs, policies, products, or services

J.G. ASSOCIATES, LLC, Kapolei, HI

Estimator/Project Manager, (08/2009-05/2010)

- Interfaced with customers to determine specific needs and requirements of projects
- Prepared and submitted quotations and/or shop drawings, typically in the 3K-10K range
- Assisted in project management and coordination of deliveries
- Completed quantity Take-Offs from various government civil construction project plans
- Completed request for quotations (RFQ's) for various material suppliers

Administrative Assistant, (07/2009-05/2010)

- Performed clerical, reception, typing, and filing duties; scheduled appointments and travel arrangements; received, sorted, and distributed incoming correspondence and inquiries; directed calls to appropriate persons
- Created, proofread, and modified documents including but not limited to: invoices, fax transmittals, memos, and letters using word processing or spreadsheet software
- Handled accounts payable transactions and maintained accounts receivable
- Assisted with recruitment and training of other office staff

TECHNICAL & RESEARCH SKILLS //

Technical Skills: Microsoft Office (Proficient in both Mac & PC), AutoCAD, Rhino 3D, SketchUp, Adobe Photoshop, Adobe Illustrator, Adobe InDesign

Research Skills: Google, JSTOR and ProQuest Library databases, proficiency in State/Federal/DPW/DOT/BWS standard specifications

REFERENCES //

Available upon request

René Berthiaume
P.O. Box 1115
Haleiwa, Hawai`i 96712
Tel: (808) 637-2683
Cell: (808) 221-4137
Email: berthiaut001@hawaii.rr.com

CAREER SUMMARY

Over forty five years of progressive employment with Hawai'i non-profit agencies specializing in the areas of human services, construction and housing.

PROFESSIONAL HISTORY

- 2002-2014 **Rene Berthiaume, Professional Services**
- Provide professional services on a contractual consulting basis in the areas of human services, housing, special needs housing and construction. Projects have included project development and management for a 7 home affordable housing subdivision in Kihei, Maui for a non-profit developer and the establishing of Safe Houses for juvenile offenders and Elderly Care Consultation for the State of Hawaii Department of Human Services.
- 1983-2014 **Network Enterprises, Inc., Honolulu, Hawai`i**
- 1983-2001 *Vice President & General Manager:* Oversaw and managed all daily operations of Network's Research & Development Division, including its housing component. Coordinated research, development and feasibility studies of new programs, including conceptual, funding developments and implementation. Diverse projects included planning, design, and construction of new housing, and renovation of existing housing and government facilities. Coordinated aspects of projects with architects, engineers, lawyers, contractors and government agencies. Supervised internal human services professionals and sub-contractors on job sites while ensuring compliance with city, county, state and federal codes and regulations. Developed Network's Correctional Industries joint venture program from conceptual stage through implementation. Also functioned as agency's legislative and government liaison (lobbyist).
- Vice President & Housing Development Specialist:* Responsible for the generation, through planning, marketing and other

supervision of crew; pesticide & fertilization programs; production quotas.

1969-1980 **Hawai`i Association for Retarded Citizens (Ruger Center)**

Program Coordinator/H.U.D. 202 Coordinator/Team Leader:
Was instrumental in all phases of agency's development, including establishment of satellite programs throughout Oahu serving 300 clients with a staff of 48. Functioned as teacher, intake coordinator, housing coordinator, community resources coordinator, fundraiser, and staff training coordinator. Acted as lobbyist at all levels of government legislation. Testimonies included appropriations for grant-in-aid proposals, land acquisition, zoning changes, contract and lease negotiations in both public and private sectors.

EDUCATION

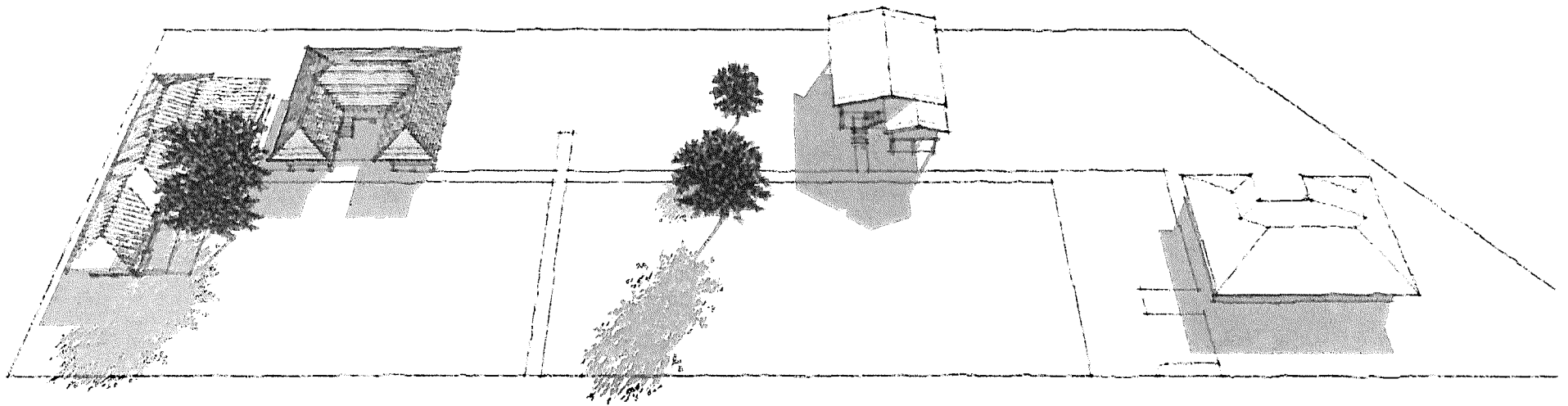
University of San Francisco - Rehabilitation Administration Management
University of Hawai`i - Special Education/Physical Education
Farrington High School, Honolulu, Hawai`i

MILITARY

1961-1966 United States Marine Corps. Five years active duty as a Forward Air Controller (FAC); served with 1st Air & Naval Gunfire Liaison Co. (ANGLCO) during the Vietnam War.
1968 Honorable Discharge.
Life Member of V.F.W. Post #10583; Post Commander, Trustee, Service Officer.
Member ANGLICO Association.
1989 – present Master of Ceremonies, Vietnam Veterans Memorial Day, Punchbowl Cemetery

MEMBERSHIPS AND AFFILIATIONS

State Rehabilitation Council, Chair
Organizer and founder of National Coalition of State Rehabilitation Councils
Member of the Board of Directors of the Hawaii State Public Housing Authority (Member of the Homeless Task Force and Mixed Use Development Task)
Affordable Housing and Homeless Alliance
Alliance of Health and Human Services
American Rehabilitation Association (ARA)
Associated Builders and Contractors (ABC)
Governor's Affordable Housing Task Force, Committee Member
Empower North Shore (ENSO), Board Member
Commission of Accreditation Rehabilitation Facilities (CARF)

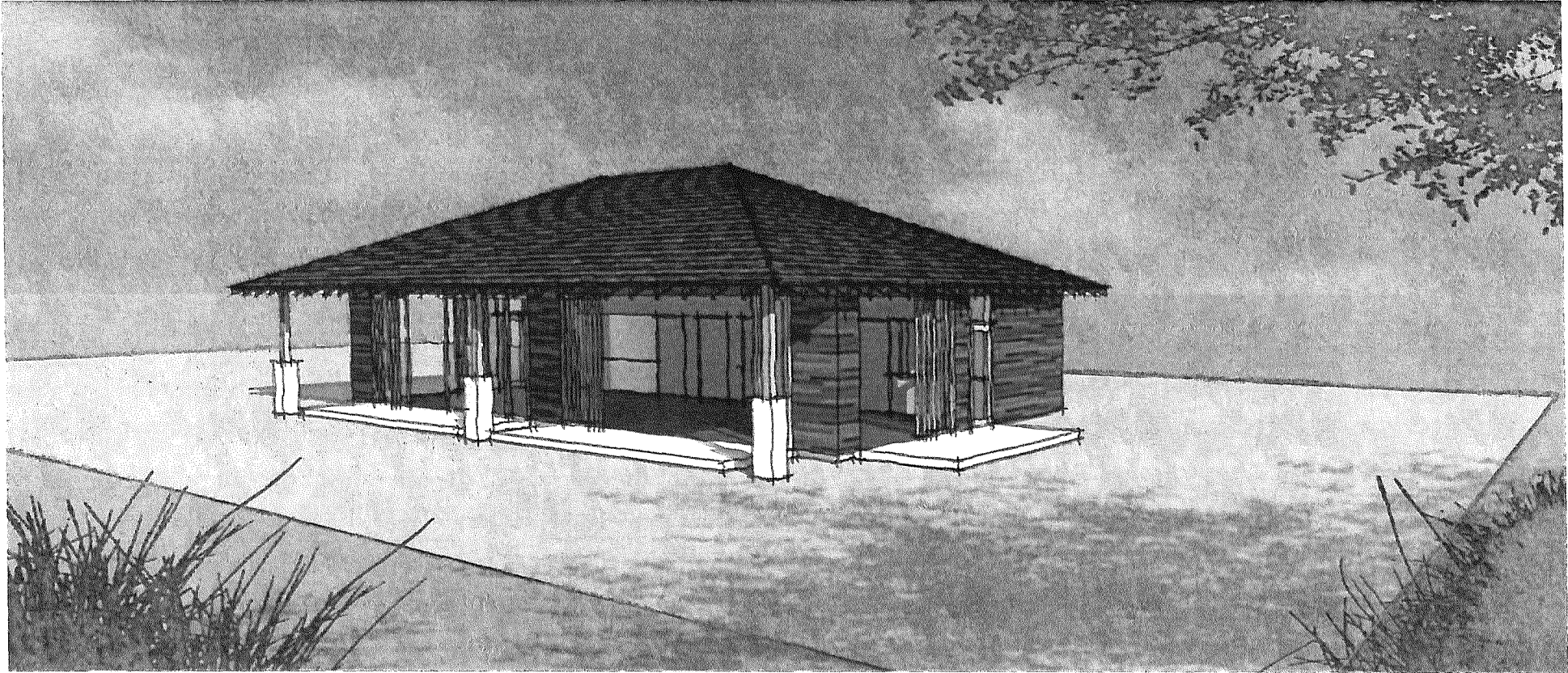


shimokawa+nakamura

1580 Mahanui Street, Suite 1050
Honolulu, Hawaii 96814
808 956-1373 phone
808 956-3374 fax
www.snc.com

Existing Site Layout Sketch
for Central Oahu Youth Services Association
Conceptual Render Date: 01/11/17

SK-3



sn

shimokawa+nakamura

1900 Makiki Street, Suite 1000
Honolulu, Hawaii 96814
808.955.3373
808.955.3374
www.snrc.us

Proposed New Multi-Purpose Building
for Central Oahu Youth Services Association
Conceptual Render Date: 01/11/17

SK-1

Research Supplementation for COYSA Grant Proposal

Prepared by: Dorothy Baga, Assoc. AIA

Basic info:

Size: 2,500 sq ft

Type of construction: single wall wood construction on concrete footings

Purpose: Proposing new construction over renovation of existing

The original grant was awarded for the renovation of the existing structure; however, after recent site investigations and design research, it is now in the best interest of Central Oahu Youth Services Association (COYSA) to propose and support new construction over renovation.

This document will provide a qualitative analysis of the current condition of the structure and its surrounding site, summarizing what was observed during site investigations, and will suggest recommended action for key areas of concern. A preliminary cost estimate is included to compare cost of new construction vs. renovation. Major design elements for similar programs were researched and compared to the current arrangement of space, leading to final conclusions and recommendations.



Figure 1. Existing structure and site

Site investigations:

After recent on-site investigations renovation is not recommended due to an overall lack of structural integrity, caused by:

- Cracked floor girders
- Disintegration of subflooring
- Uneven floors and "soft spots" throughout structure
- Gaps between ceilings and interior walls suggesting floor sag
- Areas of roof structure deterioration
- Potential areas of water damage/penetration visible on ceiling
- Termite damage throughout unit; including structural members

For the purpose of this proposal, site investigations were documented by photo. Selected images were chosen to present the current condition of the structure.



Figure 2. Severely damaged floor girder



Figure 3. Sagging floor girder (in background)

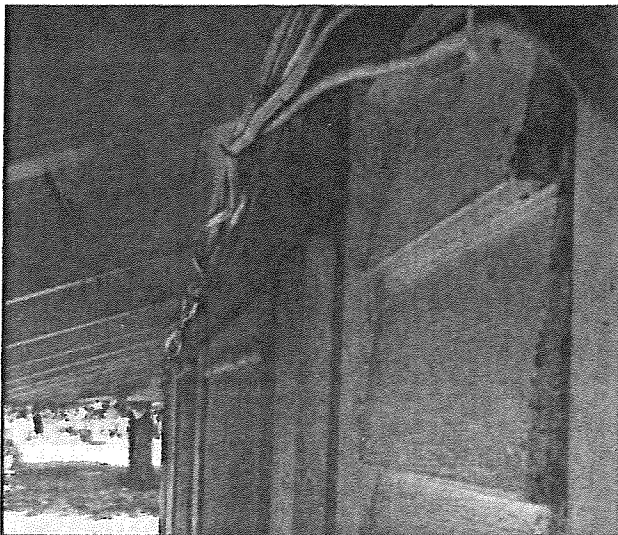


Figure 4. Damaged window and window frame

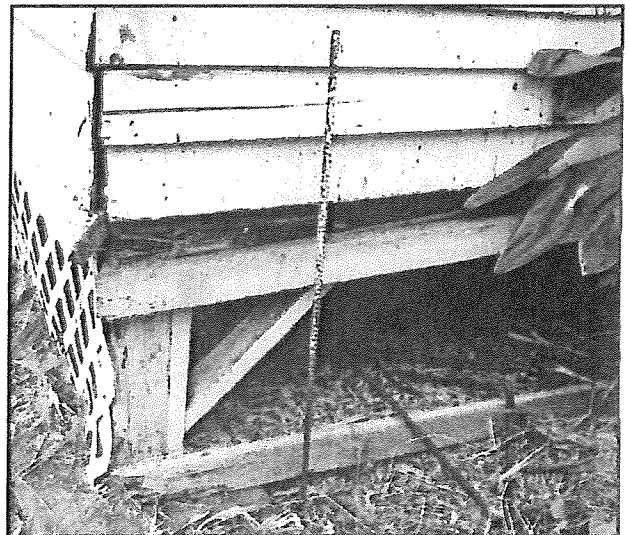


Figure 5. Damaged structural post and wood siding



Figure 6. Damaged ramp floor boards

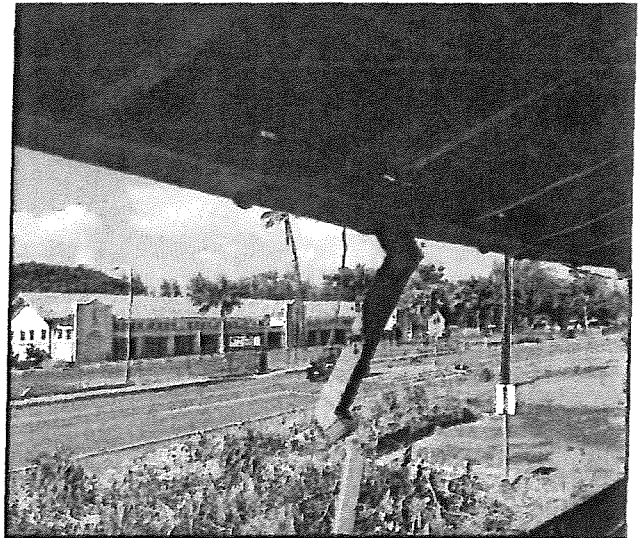


Figure 7. Damaged rafters and roof fascia boards

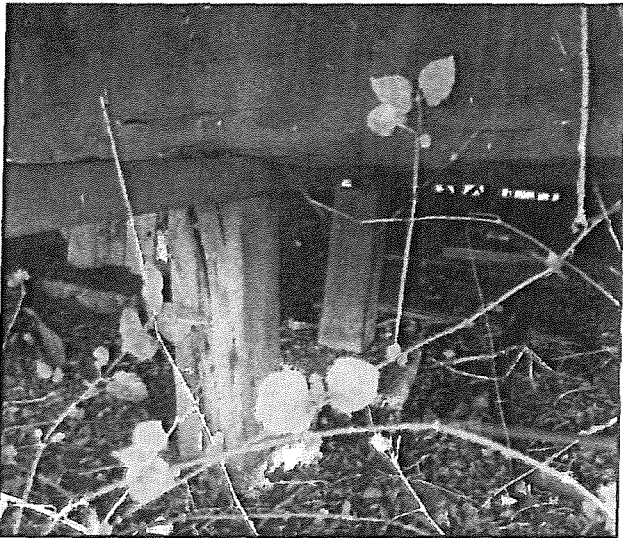


Figure 8. Damaged ramp structure

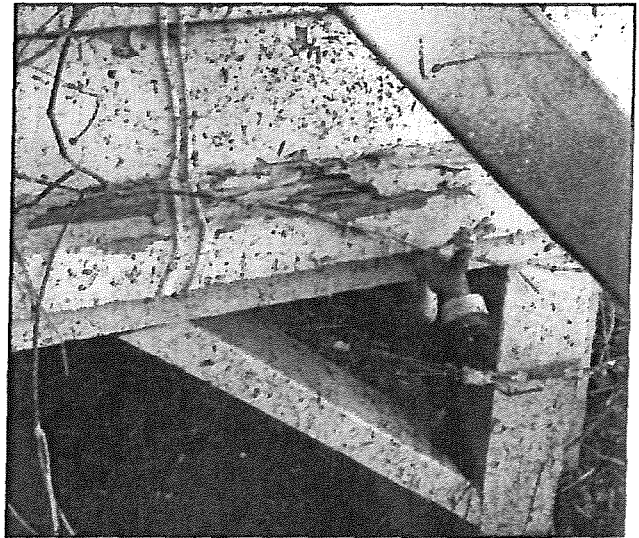


Figure 9. Damaged wood siding



Figure 10. Damaged structural members

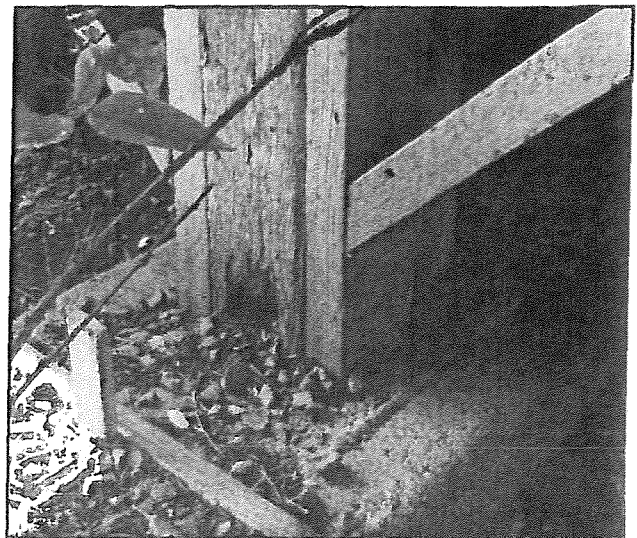


Figure 11. Damaged structural post

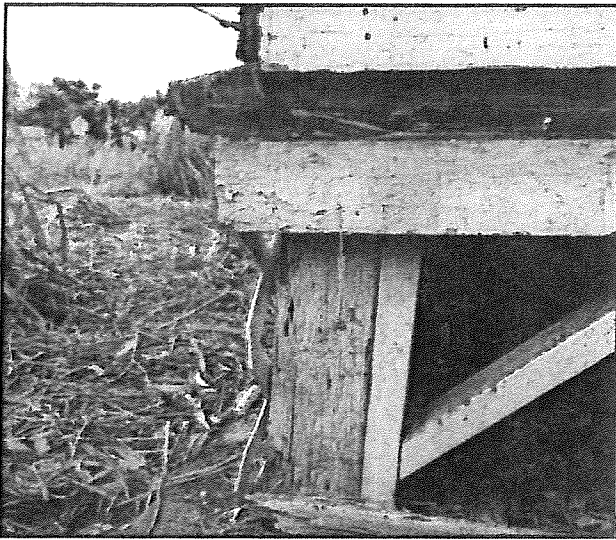


Figure 12. Damaged post and wood siding

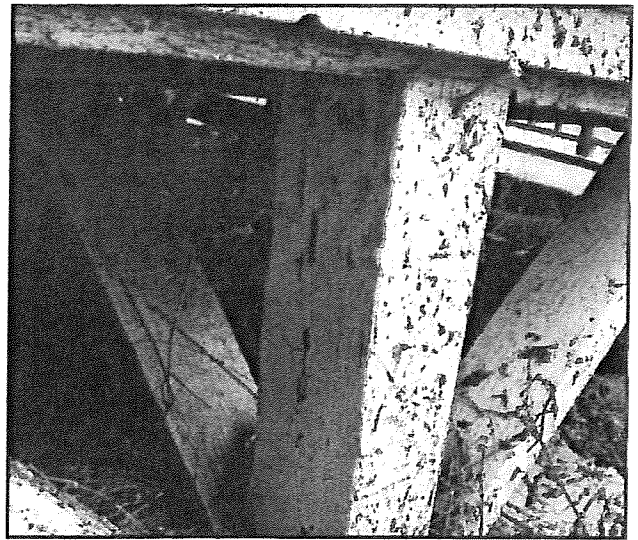


Figure 13. Damaged structural member



Figure 14. Damaged rafters; uneven roof lines



Figure 15. Unusable access ramp

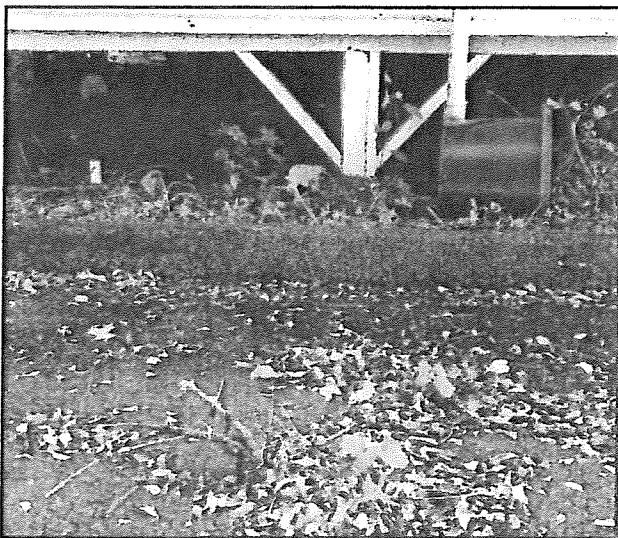


Figure 16. Tree growth through paved parking lot



Figure 17. Trip hazard



Figure 18. Possible water damage



Figure 19. Possible water damage

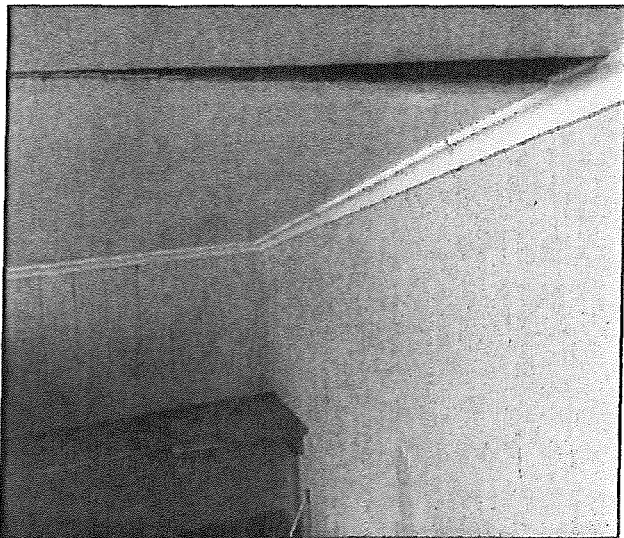


Figure 20. Possible water damage



Figure 21. Possible water damage

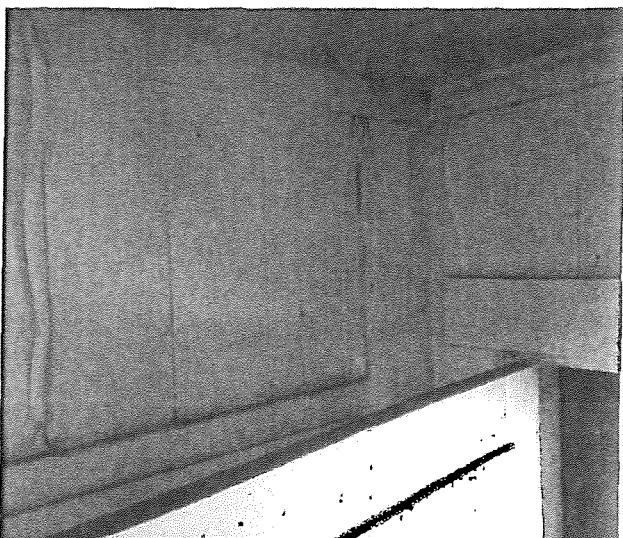


Figure 22. Possible termite damage

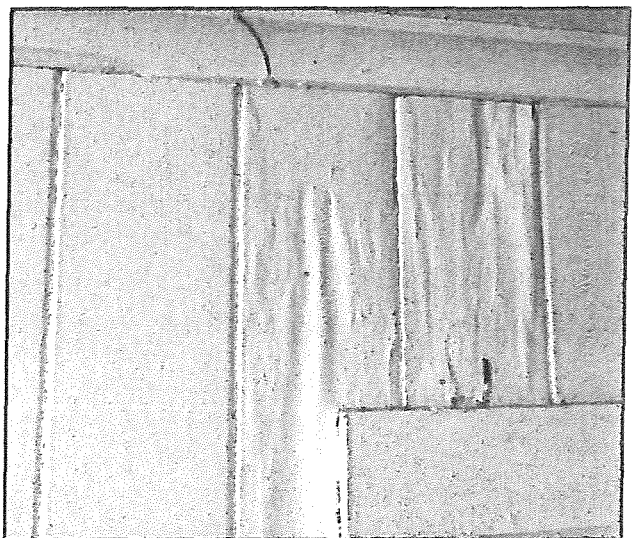


Figure 23. Possible termite damage

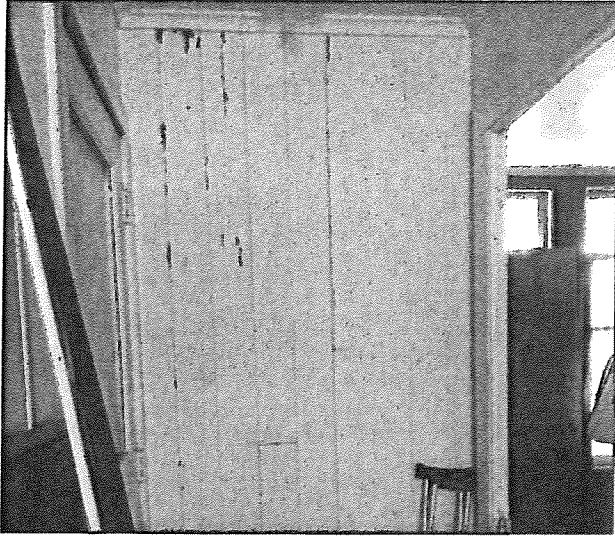


Figure 24. Possible termite damage



Figure 25. Non ADA compliant bathroom

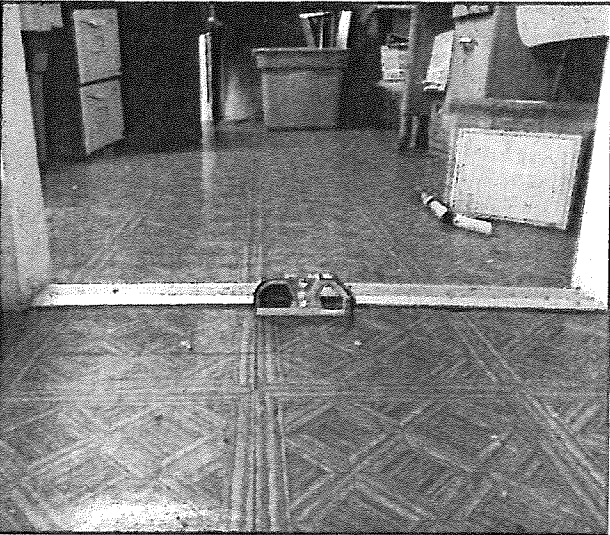


Figure 26. Unlevel floor



Figure 27. Door frame not square

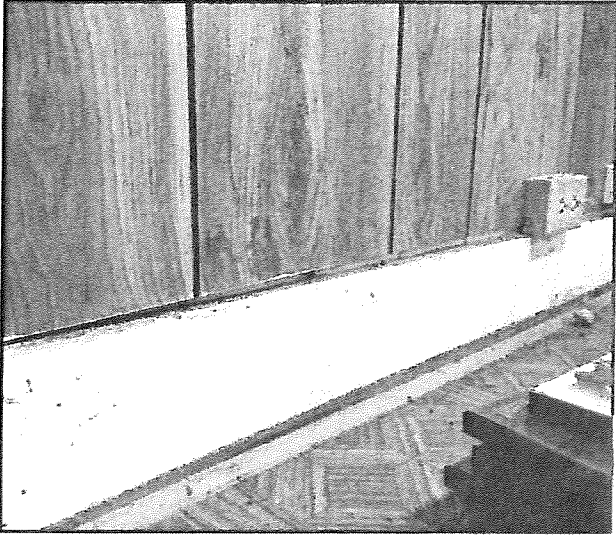


Figure 28. Floor sag



Figure 29. Unattached wall boards (structural)

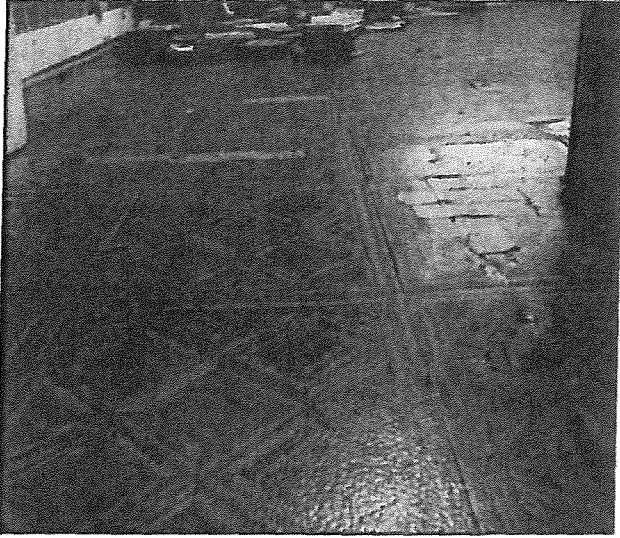


Figure 30. Floor deterioration

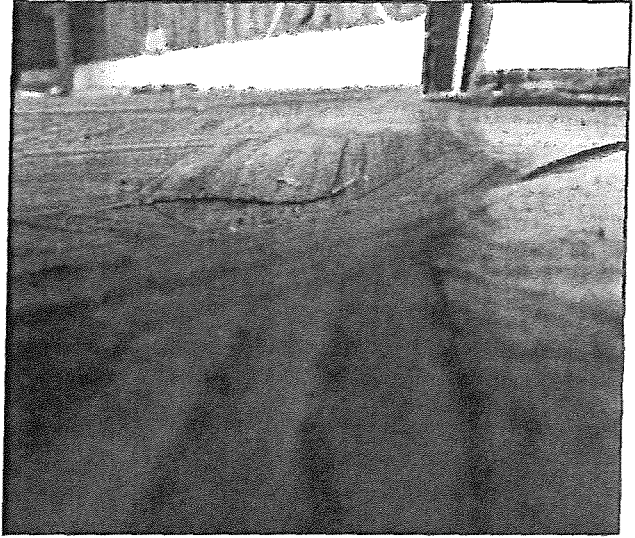


Figure 31. Floor deterioration detail

Key areas of concern:

Upon preliminary investigation, the existing floor structure and foundation will more than likely need to be completely replaced. Structural members were cracked, warped, severely damaged by termites, or damaged by wood rot; this includes existing post and pier foundation, select girders and floor joists, subflooring, and finish flooring. In order to make repairs, existing walls may need to be removed, and the existing roof will need to be braced temporarily during renovation; the process is extensive and requires a significant amount of time.

Single wall structures present significant challenges; they are sensitive to major renovation work because interior walls are load bearing. Single wall construction does not meet current building codes, and may need to be updated. At the very least, this would mean adding wall framing, insulation, sheathing, and drywall – substantially increasing renovation costs. There were clearly visible areas where the interior walls were falling through floorboards, and in other areas floors were sagging away from walls; both indicating major structural deficiencies.

Existing electrical wiring and plumbing lines may or may not be affected during floor rehab, potentially needing to be repaired, replaced, or updated to code.

The roof structure showed signs of water penetration, termite damage, and wood rot. Gutters that are intact are clogged, overgrown, and rusted; chances of mold, mildew, and further damage to the roof structure are increased from excess weight and improper drainage. All of these would need to be resolved by either replacement or repair of roof, drainage, and ceiling components.

Exterior siding of the unit may be beyond reclamation; some panels are pulling away from the main structure, and there are a number of areas affected by termite damage and wood rot. After replacement, the exterior will need to be finished and re-painted.

Most if not all, window and door openings will need to be reframed; windows, doors, and their hardware components will need to be replaced, or salvaged and refinished.

Kitchen appliances and countertops need to be replaced; kitchen cabinets can be restored, or replaced entirely. The cost to reclaim bathroom fixtures versus replacing each unit are comparable; therefore, rather than being salvaged it is recommended that they be replaced with new units.

Although in a residential zone, the program's unique usage calls for more durable materials. Therefore, although more costly, it is recommended that commercial grade materials and appliances be used throughout to increase longevity.

Soil grading improvements might need to be made in order to correct erosion or settling that may have occurred over time, or to redirect drainage away from the structural foundation. Beyond structural concerns, the structure and site will need to be tested for hazardous materials, soil, and groundwater contamination. Extermination services will be necessary to control the severe infestation of wasps/hornets, termites, as well as other pests. Any existing termite and water damage that is not remediated through previous renovation work will need to be addressed.

Site and landscaping may become extensive; the lawn will need to be replanted (at grade around the existing concrete pathway to eliminate current trip hazard) and re-landscaped. Tree growth was spotted breaking through the paved parking lot in multiple areas, which is also a concern. Tree care and maintenance may be an issue, and existing brush will need to be cleared.

The current building ramp will also need to be replaced entirely to ensure ADA accessibility and code compliance. Following universal design guidelines, further improvements could be made to make the residence more accommodating for people with disabilities within the unit as well.

Preliminary cost estimate

Major construction costs and additional anticipated costs are outlined below. The following cost estimates are provided as preliminary estimates. Actual construction costs will not be known until the bidding process is completed.

Major construction costs (renovation)

Structural posts and footings	\$ 30,000
Damage assessment, soil reports, post and pier replacement	
Floor structure	
Floor joists	\$ 120,000
Subflooring	\$ 115,000
Floor underlayment	\$ 11,500
Finish floor	\$ 32,780
	\$ 279,280
Roof assembly	
Ashpalt shingles	\$ 19,500
Sheathing	\$ 3,800
Waterproofing	\$ 17,800
Gutters	\$ 2,180
	\$ 43,280
Exterior wood siding	\$ 21,340
Wall assembly	
Wall framing, sheathing	\$ 16,600
Housewrap (vapor barrier)	\$ 6,100
Batt insulation	\$ 7,780
Drywall	\$ 9,200
	\$ 39,680
*Assuming current single wall construction must be brought to code as double wall construction	
Ceiling	\$ 23,510
Windows	
Window re-framing	\$ 17,000
Window replacement	\$ 16,000
Window screen replacement	\$ 2,000
Wood shutter replacement	\$ 6,000
	\$ 41,000
Doors	
Door framing	\$ 6,750
Exterior doors	\$ 1,880
Interior doors	\$ 2,875
	\$ 11,505
Kitchen remodel	\$ 28,300
Bathroom remodel	\$ 27,340

Interior painting	\$ 8,200
Exterior painting	\$ 5,300
Electrical	\$ 20,000
Plumbing	\$ 5,000
Septic tank	\$ 25,000

Additional anticipated costs

Site repair and landscaping	\$ 12,000
Hazardous material testing and follow up (assuming no hazardous material present; best case senario)	\$ 1,000
Termite damage repair	\$ 1,900
Pest control	\$ 3,000
ADA access ramp	\$ 5,000
Building permit fees	\$ 3,000

Total construction cost \$ 633,635

Design fee (10%)	\$ 63,364
Contractor fee (15%)	\$ 95,045
Contingency (20%)	\$ 126,727

Total renovation cost \$ 918,771

The total estimated cost of construction is approximately \$633,635. However, the price increases drastically when professional fees and a contingency are imposed. In general, architectural design fees include architectural coordination and oversight, while contractor fees include transportation, labor, administrative costs, and insurance; these fees range between 10%-15% of total construction costs. The above price estimate includes fees on the higher end of the spectrum because there are always uncalculated risk and uncertainties in renovation and rehab projects. Assuming an architectural design fee of 10% and a contractor fee of 15%, and a 20% contingency (for unforeseen problems that may arise as the project is underway; common in renovations), brings the total cost of renovation to about \$918,771.

Cost comparison

Cost for new construction per sq ft varies greatly on a number of factors, ranging from \$175-\$700+ depending on scope of the project, types of materials and finishes etc. For

this estimate we will assume typical construction methods and materials will be used. It is also assumed that a licensed professional will oversee project completion. At \$300/sq ft the estimated the cost of construction for a similar size structure would be close to \$750,000.

\$300/sq ft x 2500 sq ft = \$750,000

For comparative purposes, if the total estimated renovation cost is broken down into cost per square foot, rehab is estimated at \$367/sq ft.

\$918,771 / 2500 sq ft = \$367/sq ft

New construction is slightly cheaper per square foot, but will also ensure current building codes are met from the start of construction, and would also shorten the duration of the project (no need for assessment of existing structure and materials, no need to remove/repair existing, etc.).

Design considerations

Besides cost, spatial arrangement and interior layout should be considered a key determinant to decide between renovation verses new construction; a well-designed space is conducive to the overall success of the organization (COYSA), and will improve the quality of care in the facility.

Required program:

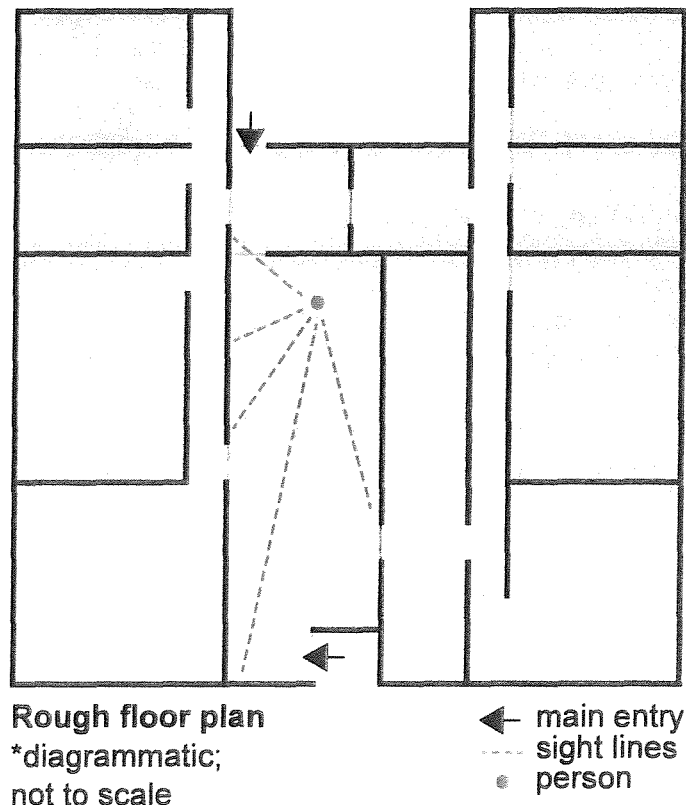
- 8 people (minimum), 1-2 per room
- Large communal spaces
- Open concept
- En-suite for live in staff
- On-site laundry/storage

Research concludes that youth shelters with similar organizational goals succeed if supported by well-designed facilities. Many of successful programs share the following spatial characteristics:

- Provide a clear line of sight; unobstructed views/visibility; transparency
- Flexible floor plan to satisfy a variety of activities and uses
- Offer a variety of communal spaces to encourage positive social interaction
- Include "universal design" concepts to promote ease of accessibility
- Foster feelings of "comfortability" or homelike qualities
- Encourage a "sense of ownership"
- Maintain a safe and healthy environment

Current program suitability

The current u-shaped floor plan of the old office building does not satisfy the above spatial characteristics. Staff members do not have a clear line of sight, making it difficult to oversee safety of the residents. Interior spaces are fragmented; rooms are clearly defined and closed off, minimizing types of use and discouraging engagement, and the current type of construction (single-wall construction) does not allow for freedom of design or re-design to suit anticipated needs. In its current state, the unit is insensitive to ADA compliance. Feelings of comfort can be significantly improved with appropriate selection of finishes, furnishings, fixtures, and equipment. Bathrooms could be redesigned to accommodate more than one resident at a time (dorm-like bathrooms), to better serve residents, potentially minimizing bathroom conflicts. Communal spaces could be redesigned to integrate breakout areas/rooms allowing for various informal seating arrangements, improving the overall use of shared space. In summary, although construction renovations can be made to improve the safety of residents, visitors, and staff, the existing interior of the building is not conducive to required programmatic needs.



Conclusion

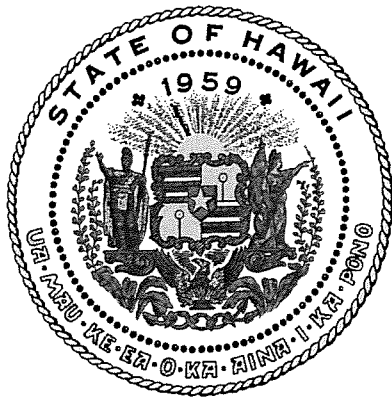
In conclusion, while the financial investment for renovation and necessary improvements are high, initial investigations warrant the necessity for extensive rehabilitation to the existing building based on structural integrity, translating to issues of life safety.

The additional professional fees (architect and contractor fees) and contingency push the estimated cost of rehab and repairs far beyond a reasonable budget for renovation. There is always a higher risk and higher probability of oversight when cost estimating rehabilitation projects; additional problems are a common occurrence in these types of projects because not all problems can be identified until construction begins. Not only is considering renovation from a cost perspective deterring, even if enough funds were somehow successfully secured, the current arrangement of interior space would still not support COYSA's programmatic mission.

New construction is a more viable option, and would benefit COYSA more significantly than the previously proposed renovation. Value added is much higher if new construction is considered for the following reasons:

- New construction is more cost effective; assumes less risk
- Would allow for faster project completion (reduce construction time; allowing the building to be put to use more quickly)
- Would be easier to comply with current building codes ensuring safety standards are met throughout the site
- Would provide an optimal spatial configuration to meet program requirements

It is therefore recommended that the existing building be demolished, and a new building be designed and built specifically for the needs of the Central Oahu Youth Services Association.



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

CENTRAL OAHU YOUTH SERVICES ASSOCIATION

was incorporated under the laws of Hawaii on 02/13/1980 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 13, 2017

Director of Commerce and Consumer Affairs