

**DEPARTMENT OF FINANCE
PURCHASING DIVISION**

REIKO MATSUYAMA, DIRECTOR
MICHELLE L. LIZAMA, DEPUTY DIRECTOR



DEREK S.K. KAWAKAMI, MAYOR
MICHAEL A. DAHLIG, MANAGING DIRECTOR

March 22, 2023

Hawaiian Community Assets, Inc.
310 Paoakanai Avenue, #204E
Honolulu, HI 96815

Attn: Chelsie Evans, Executive Director

RE: **CONTRACT NO. 10056- HUD HOMEOWNERSHIP COUNSELING SERVICES**

You have been awarded the negotiated contract for HUD HOMEOWNERSHIP COUNSELING SERVICES for the Housing Agency, County of Kauai, in accordance to Exempt No. 2023-EX-85. The award is conditioned upon your return of the executed contract.

The contract amount shall be **TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000)**.

This **two (2) year** multi-term contract is subject to the availability and appropriation of funds, effective upon issuance of the official Notice to Proceed.

Contract documents will be emailed to you under separate cover for your review and execution. Contract No. **10056** is assigned and should be referenced in all future communications relating to this Contract.

After the contract is fully executed a "Notice to Proceed" will be issued to designate the official contract starting date. Until said Notice is issued the County may find cause for cancellation of the award and any expenses incurred by you will be at your own risk.

Further as a reminder, the following is requirement for final payment and should be submitted with your final payment invoice:

Tax clearance compliance required by HRS 103D-328; and 103D-310(c)

We appreciate the opportunity to work with you on this project and look forward to its successful and timely completion.

Please feel free to call us on any questions or if we may be of service.

Very truly yours,

Ernest Barreira

Ernest Barreira (Mar 22, 2023 10:43 HST)

Ernest W. Barreira, M.S.

Assistant Chief Procurement Officer

/krm