## REGISTRATION FORM

**RFP CMB-2022-17**

**REQUEST FOR PROPOSALS FOR PROVISION OF PROFESSIONAL ELEVATOR CONSULTANT SERVICES FOR THE HAWAII PUBLIC HOUSING AUTHORITY**

### INSTRUCTIONS

Please fill out this sheet and leave original with the Contract & Procurement Office located at 1002 North School Street – Building D, Honolulu, HI 96817 on Oahu when you pick up your Request for Proposal (RFP) packet. *A copy will be made for you.* Take the copy with you as it contains important dates, times and information.

Read this packet carefully. If you have any questions, please call Rick Sogawa at (808) 832-6038.

| Pre-Proposal Video Conference: | Wednesday, May 25, 2022  
9:00 a.m. – 10:00 a.m. Hawaii Standard Time (HST)  
1002 North School Street, Honolulu, HI 96817 |
| Proposal Submittal Deadline: | Sealed proposals will be received until 4:00 p.m. HST on Monday, June 20, 2022 at 1002 North School Street, Central Files Office - Building G, Honolulu, HI 96817. Electronic mail and facsimile transmissions shall not be accepted. |
| Notice of Award: | July 2022 |
| Contract Start Date: | July 20, 2022 or Upon Issuance of a Notice to Proceed |

| Company: |  |
| Address: |  |
| Phone No. | Cell No. |
| Fax No. |  |
| Email Address: |  |
| Contact Person: |  |

---

**Signature of Person Picking Up Packet**

### REQUIRED ATTACHMENTS:

The following must be submitted with the proposal:

- [ ] Certificate of Compliance LIR #27
- [X] Wage Certificate
- [ ] DCCA Certificate of Good Standing
- [X] Corporate Resolution (indicating who is authorized to sign bid documents & contracts)

The following shall be submitted prior to start of contract.

- [X] Certificate of Insurance(s)
- [X] Valid Tax Clearance Certificate
- [ ] Other:  

---