



OFFICE OF COUNCIL SERVICES

CITY AND COUNTY OF HONOLULU
530 SOUTH KING STREET, ROOM 207
HONOLULU, HAWAII 96813
TELEPHONE: (808) 768-3809 FAX: (808) 768-1370

CHARMAINE T. DORAN
DIRECTOR

November 30, 2016

Ray G. Bollhauer, Esq.
Staff Attorney, American Legal Publishing Corporation
One West Fourth Street, 3rd Floor
Cincinnati, OH 45202

Dear Mr. Bollhauer:

The City & County of Honolulu has awarded you the contract to provide services to recodify the Revised Ordinances of Honolulu 1990 (ROH), and to subsequently print, publish, sell and deliver the Recodified Code (RC) and loose-leaf supplements for a two-year period

This contract must be executed by duly authorized officials with notarial acknowledgement of every signature appearing on the contract. In case of a corporation, the titles of the persons signing must be stated. The contract must be returned within ten (10) calendar days after receipt of this notice, together with the proof of compliance detailed below.

Prior to award of the contract, you must be registered as "compliant" on the State of Hawaii Compliance Express System (<http://vendors.ehawaii.gov>), or submit the required tax clearances from the State Department of Taxation and Internal Revenue Service, the Certificate of Compliance with the State Department of Labor and Industrial Relations, and the Certificate of Good Standing with the State Department of Commerce and Consumer Affairs, Business Registration Division.

You will be notified when the contract has been fully executed by the City and County of Honolulu. Should you have any questions regarding this matter, please email ocs@honolulu.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Charmaine T. Doran".

Charmaine T. Doran
Director

APPROVED:

A large, stylized handwritten signature in blue ink, appearing to read "Ernest Y. Martin".

Ernest Y. Martin, Chair and Presiding Officer
Honolulu City Council