

THE  
LAYLOW  
WAIKIKI

DEPT. OF LABOR AND  
INDUSTRIAL RELATIONS  
DIRECTOR'S OFFICE  
2020 JUL -6 PM 2:16

July 1, 2020

**Via Certified Mail**

Director Scott Murakami  
State Department of Labor and Industrial Relations  
830 Punchbowl Street, Room 321  
Honolulu, Hawaii 96813  
dlir.workforce.council@hawaii.gov

Mayor Kirk Caldwell  
530 South King Street, Room 300  
Honolulu, Hawaii 96813

*Re: The Laylow, Autograph Collection Layoffs*

Dear Director Murakami and Mayor Caldwell:

I am writing on behalf of Pyramid Waikiki Management, LLC (hereinafter, "the Company") to give you notice that there will be a layoff impacting more than 50 employees and one-third of the employees of The Laylow, Autograph Collection (the "Hotel"), located at 2299 Kuhio Ave., Honolulu, Hawaii 96815. This layoff could exceed six months. The layoff will affect at least 65 employees of the 129 employees at the Hotel.

In mid-March, the Hotel put most of its employees on furlough status due to the COVID-19 pandemic. The expectation was the furlough would last 60-90 days. This no longer appears to be the case. The continuing impact of the COVID-19 pandemic on business, state and national mandated abatement measures to contain the spread of the virus, and uncertainty over when business levels will begin to rebound are causing the Company to make the difficult decision to convert many of the furloughs to layoffs beginning June 29, 2020. As business needs dictate, the Hotel will seek to rehire laid off employees. No bumping rights exist.

While we do not concede that the layoffs will trigger state or federal WARN Act notice requirements, we are providing this notice in an abundance of caution. The unforeseen circumstances of a prolonged loss in business due to the COVID-19 pandemic, National Emergency declared by the President of the United States, the State of Emergency declared by the Governor of Hawaii, the related declared public health emergencies, and the various state orders and recommendations designed to help contain the spread of the virus prevented any earlier notice.

All affected employees have been notified of their layoff. Attached is a list of the job positions and number of individuals who will be placed on layoff status.

The information provided herein represents the best information available to the Company at this time. All questions, concerns, and contact regarding this notice can be directed to me at (808) 391-1720 or [anovak@laylowwaikiki.com](mailto:anovak@laylowwaikiki.com).

Sincerely,



Andrea Novak

Director of Human Resources

Attachment

THE  
LAYLOW  
WAIKIKI

The Laylow, Autograph Collection Layoff List

Bell Clerk= 1

Bell/Valet Attendant= 6

At Your Service (telephone operator) = 3

Front Desk Agent= 8

Barista= 1

Bartender= 4

Hostess= 2

Food Runner= 1

Server= 13

Cook= 6

Steward= 1

Housekeeping Supervisor= 1

Houseperson= 6

Housekeeping Attendant= 11

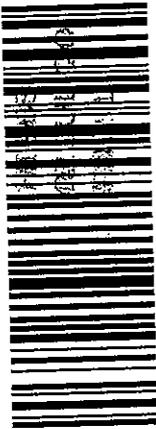
Engineer= 1

Total Layoffs: 65

THE LAYLOW

2299 KUHIO AVENUE  
HONOLULU, HI 96815

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7020 0090 0002 1156 6247

RETURN RECEIPT  
REQUESTED

Department Labor and Industrial  
Relations  
Attn: Scott Murakami  
830 Punchbowl Street, Room 321  
Honolulu, HI 96813

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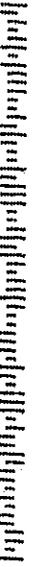
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