

**DEPARTMENT OF WATER SUPPLY  
COUNTY OF HAWAI‘I  
WATER BOARD MEETING**

**MEETING DATE:** November 22, 2011  
**TIME:** 10:00 a.m.  
**PLACE:** West Hawai‘i Civic Center, Community Center, 74-5044 Ane Keohokalole Hwy,  
 Kailua-Kona

- 1) CALL TO ORDER – 10:00 a.m. *(please turn cell phones off or set to silent)*
- 2) STATEMENTS FROM THE PUBLIC
- 3) APPROVAL OF MINUTES
  - Minutes of the Minutes of the October 25, 2011, Water Board meeting
  - Minutes of the November 8, 2011, Special Meeting on Selection of new Manager-Chief Engineer
- 4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA  
**(Note: Addendum requires Roll Call Vote)**
- 5) PUNA:
  - A. **JOB NO. 2006-899, CONSTRUCTION OF THE ‘ŌLA‘A NO. 6 PRODUCTION WELL AND 1.0 MG RESERVOIR:**

The contractor, Isemoto Contracting Company, Ltd., is requesting a contract time extension of 45 calendar days. This is the third time extension request for this project.

Ext. #	From (Date)	To (Date)	Days (Calendar)	Reason
1	5/26/11	11/25/11	183	Delays in receiving approval of the Medium Voltage switchgear submittal from HELCO.
2	11/25/11	12/16/11	21	Delay in receiving test electrical power from HELCO.
3	12/16/11	1/30/12	<b>45</b>	Additional work required by Post Contract Documents (PCD) #8 and #9.
Total Days (including this request)			249	

The project completion date must be extended due to the additional work required by Post Contract Documents (PCD) #8 and #9. PCD #8 added additional plumbing work, which is needed to operate each booster pump’s ball control valve. PCD #9 added additional conduits and control wires for the flow meters at the off-site locations, which is needed to operate the tank control valves.

Staff has reviewed the request, and finds that the extension of 45 calendar days is justified.

**RECOMMENDATION:** It is recommended that the Board grant this contract time extension of 45 calendar days to Isemoto Contracting Company, Ltd., for JOB NO. 2006-899, ‘ŌLA‘A NO. 6 PRODUCTION WELL AND 1.0 MG RESERVOIR. If approved, the contract completion date will be extended from December 16, 2011 to January 30, 2012.

6) HĀMĀKUA:

A. **JOB NO. 2007-923, ĀHUALOA WELL DEVELOPMENT – PHASE 2 (PRODUCTION WELL AND 1.0 MG RESERVOIR):**

The contractor, Goodfellow Bros., Inc., is requesting a contract time extension of 42 calendar days. This is the fourth time extension request for this project. Information on the previous time extension requests are detailed below:

Ext. #	From (Date)	To (Date)	Days (Calendar)	Reason
1	8/30/10	2/14/11	168	Delays in receiving drawings from HELCO and changes in electrical design.
2	2/14/11	9/26/11	224	Delays in receiving submittals and review from HELCO for Main Electrical Service Switchgear
3	9/26/11	12/5/11	70	Additional time needed for start-up/testing of Motor Control Center, delays in painting due to moisture, delays in delivery of doors/louvers.
4	12/5/11	1/16/12	42	<i>Additional time needed for DWS technicians, factory representatives, and electricians to complete SCADA work and start-up/testing of the well system.</i>
Total Days (including this request)			504	

In order to standardize on specific SCADA equipment, and in order to be able to configure and program the control system for the Āhualoa well as preferred by DWS, the Department decided to remove the SCADA portion of work from the contract and have DWS technicians perform the SCADA work. As a result, additional time will be required to complete installation, start-up, and testing of the control system. Factory representatives and the contractor’s electricians will also need time to coordinate with DWS staff and complete their portion of the work.

Staff has reviewed the request and finds that the 42 calendar days are justified.

This project is being funded through the American Recovery and Reinvestment Act of 2009 (ARRA). The requested time extension will not affect ARRA funding for this project.

**RECOMMENDATION:** It is recommended that the Board grant this contract time extension of 42 calendar days to Goodfellow Bros., Inc., for JOB NO. 2007-923, ĀHUALOA WELL DEVELOPMENT – PHASE 2 (PRODUCTION WELL AND 1.0 MG RESERVOIR). If approved, the contract completion date will be extended from December 5, 2011 to January 16, 2012.

7) MISCELLANEOUS:

A. **DEDICATION OF WATER SYSTEMS:**

The Department received the following documents for action by the Water Board. The water systems have been constructed in accordance with the Department’s standards and are in acceptable condition for dedication.

1. **GRANT OF EASEMENT AND BILL OF SALE**  
Subdivision Application No. 2010-000986

No. of Lots: 3  
Zoning: FA-2a  
Grantor/Seller: Hawaii Brewery Development Co., Inc.  
Tax Map Key: (3) 1-6-141: 024  
Construction Completion Date: October 11, 2011  
Water System Cost: \$69,583.00

**2. GRANT OF EASEMENT AND BILL OF SALE**

Hilo Hillside Estates, Phase I  
Subdivision Application No. 93-000090  
Tax Map Key: (3) 2-4-008: 014 portion  
Grantor/Seller: Moaniala Holdings, LLC  
No. of Lots: 143  
Zoning: RA-1a  
Facilities Charge: \$319,000.00                      Date Paid: 1/16/2011  
Construction Completion Date: 2/02/2011  
Water System Cost: \$529,680.00

RECOMMENDATION: It is recommended that the Water Board accept these documents subject to the approval of the Corporation Counsel and that either the Chairperson or the Vice-Chairperson be authorized to sign the documents.

**B. REPORT OF AD HOC FINANCE COMMITTEE:**

The Water Board's Ad Hoc Finance Committee Chairperson, Mr. Art Taniguchi, has been investigating the three focus areas (DWS's policies on credit card use, cash control and vehicle take-home), which encompass the scope of the Committee's work. At this meeting, the Committee may do the following:

- Possible approval of DWS's vehicle policy, based on modifications following union comments;
- Decals on DWS vehicles;
- Discussion of DWS's cash handling procedures and proposed changes. Discussion may include a possible switchover to Oahu's billing system.

**C. REPORT OF AD HOC COMMITTEE TO REVISE THE MANAGER-CHIEF ENGINEER'S EVALUATION FORM:**

The Water Board's Chairperson of the Ad Hoc Committee to Revise the Manager-Chief Engineer's Evaluation Form, Mr. Ken Kaneshiro, has been looking at a revised Manager-Chief Engineer Evaluation Form.

At this meeting, the Board will discuss the Committee's report to the Board on its findings.

**D. ENERGY MANAGEMENT ANALYST UPDATE:**

The Energy Management Analyst will provide an update on significant changes or noteworthy areas relating to energy use and the Department's Green Initiatives.

**E. MONTHLY PROGRESS REPORT:**

Submission of Progress Report of Projects by the Department. Department personnel will be available to respond to questions by the Board regarding the status/progress of any project.

**F. REVIEW OF MONTHLY FINANCIAL STATEMENTS:**

Submission of financial statements and information relating to the financial status of the Department. Department personnel will be available to respond to questions by the Board relating to the financial status of the Department.

**G. MANAGER-CHIEF ENGINEER'S REPORT:**

The Manager-Chief Engineer will provide an update or status on the following:

- 1) Palani Road Transmission Waterline Project
- 2) Hawaiian Ocean View Estates Project
- 3) Pu'ukala/Kona Ocean View Properties Subdivision Improvement District Update
- 4) Public Information and Education Specialist Update
- 5) Recognition of Service Retirement – Ronald Abran

**H. CHAIRPERSON'S REPORT:**

Chairperson to report on matters of interest to the Board.

**10) DISCUSSION REGARDING SELECTION OF NEW MANAGER-CHIEF ENGINEER:**

The Water Board will discuss the selection of the new Manager-Chief Engineer of the Department of Water Supply.

The County of Hawai'i Department of Human Resources forwarded the names of five (5) Manager-Chief Engineer applicants to the Water Board, County of Hawai'i, for consideration in selecting the County's next Manager-Chief Engineer for the Department of Water Supply. The qualified applicants are:

1. Quirino Antonio
2. Donald M. Fujimoto
3. Owen M. Nishioka
4. Keith Okamoto
5. Clyde K. Young

**11) EXECUTIVE SESSION RE: SELECTION OF NEW MANAGER-CHIEF ENGINEER:**

The Water Board anticipates convening an executive meeting, closed to the public, pursuant to Hawai'i Revised Statutes, Sections 92-4, 92-5(a)(2), 92-5(a)(4), 92-5(a)(8) and Hawai'i County Charter Section 13-20(b) to discuss interview questions and the interview process for the position of Manager-Chief Engineer, where consideration of matters affecting privacy will be involved, to deliberate or make decisions upon matters that require the consideration of information that must be kept confidential pursuant to state or federal law, or a court order, and for the purpose of consulting with the Water Board's attorney on questions and issues pertaining to the Water Board's powers, duties, privileges, immunities and liabilities. A two-thirds vote, pursuant to HRS Section 92-4, is necessary to hold an executive meeting.

**12) ANNOUNCEMENTS:**

**1. Next Regular Meeting:**

The next meeting of the Water Board will be held on December 20, 2011, at 10:00 a.m. at the Department of Water Supply, Operations Conference Room, 889 Leilani Street, Hilo, HI. *(A special meeting regarding the selection of the Manager-Chief Engineer will be held on Wednesday, December 14, 2011, at 8:00 a.m. at the Department of Liquor Control Conference Room, Hilo Lagoon*

*Centre, Ste. 230, 101 Aupuni Street, Hilo, Hawai'i 96720. The special meeting may recess and reconvene on Thursday, December 15, 2011, at the same location.)*

2. **Following Meeting:**

The following meeting of the Water Board will be held on January 24, 2012, at the Department of Water Supply, Operations Conference Room, 889 Leilani Street, Hilo, HI.

13) **ADJOURNMENT**

Anyone who requires an auxiliary aid or service for effective communication or a modification of policies or procedures to participate in this Water Board Meeting should contact Doreen Jollimore, Secretary, at 961-8050 as soon as possible, but no later than five days before the scheduled meeting. *To submit written testimony to the Board on the applicants for the Manager-Chief Engineer position, please contact Emarie Carvalho at [ecarvalho@co.hawaii.hi.us](mailto:ecarvalho@co.hawaii.hi.us) or by mail directed to the Water Board c/o the Office of the Corporation Counsel, 333 Kilauea Avenue, 2<sup>nd</sup> Floor, Hilo, HI 96720.*

Notice to Lobbyists: If you are a lobbyist, you must register with the Hawai'i County Clerk within five days of becoming a lobbyist. {Article 15, Section 2-91.3(b), Hawai'i County Code} A lobbyist means "any individual engaged for pay or other consideration who spends more than five hours in any month or \$275 in any six-month period for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials." {Article 15, Section 2-91.3(a)(6), Hawai'i County Code} Registration forms and expenditure report documents are available at the Office of the County Clerk-Council, Hilo, Hawai'i.

*The Department of Water Supply is an Equal Opportunity provider and employer.*