

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

MEETING DATE: August 28, 2012

TIME: 10:00 a.m.

PLACE: Department of Water Supply, Operations Center Conference Room, 889 Leilani Street, Hilo, HI

- 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 July 24, 2012, Water Board meeting
- 4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA
(**Note: Addendum requires Roll Call Vote**)
- 5) HĀMĀKUA:

A. JOB NO. 2011-979, HONOKA‘A DEEPWELL REPAIR:

The contractor, Beylik Drilling & Pump Service, Inc., is requesting a contract time extension of 42 calendar days. This is the first time extension request for this project.

Ext. #	From (Date)	To (Date)	Days (Calendar)	Reason
1	10/6/12	11/17/12	42	Increase scope of work to repair motor thrust bearing and to string test the pump/motor assembly.
Total Days (including this request)			42	

The project completion date is requested for extension due to the unexpected failure of the motor’s thrust bearing during repair facility’s inspection on the mainland. The motor was originally sent to the facility for routine inspection. The failure of the motor’s thrust bearing was unforeseen and beyond the control of the contractor. Additional time is required to order replacement parts and to complete the repair.

The scope of work for the project was also increased to include factory string testing of the pump/motor assembly, due to the repair of the motor, and to verify it is operating at factory specifications.

Staff has reviewed the request and finds that the extension of 42 calendar days is justified.

RECOMMENDATION: It is recommended that the Board grant this contract time extension of 42 calendar days to Beylik Drilling & Pump Service, Inc., for JOB NO. 2011-979, HONOKA‘A DEEPWELL REPAIR. If approved, the contract completion date will be extended from October 6, 2012 to November 17, 2012.

6) NORTH KONA:

A. **SECURITY AGREEMENT REGARDING COST-SHARING OF PALANI TRANSMISSION SYSTEM UNDER THE KEAHUOLU LANDS WATER RESOURCE DEVELOPMENT AGREEMENT PERTAINING TO LOTS 1 AND 2, TMK: NO. (3) 7-4-020 (PORTION):**

(This Item was deferred at the July 24, 2012, meeting.)

For approval.

RECOMMENDATION: It is recommended that Water Board approve the subject agreement, and that the either the Chairperson or Vice-Chairperson be authorized to execute the agreement, subject to review as to form and legality by Corporation Counsel.

7) MISCELLANEOUS:

A. **AD HOC FINANCE COMMITTEE REPORT:**

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:

- Discussion of DWS's cash handling procedures and proposed changes. Discussion may include a possible switchover to Oahu's billing system.

B. **NOTICE TO CUSTOMERS RE: REVISED RULE 3-4 REGARDING CREDIT DEPOSITS:**

Discussion of the Notice to Customers regarding DWS's recently revised Rule 3-4, regarding credit deposits.

C. **CONTRACT FOR MAINTENANCE AGREEMENT – SOUTH KOHALA, HĀMĀKUA, AND LAUPĀHOEHOE SITES (BRANTLEY CENTER, INC.)**

At the May 22, 2012, Water Board meeting, the Board approved a renewal of a Maintenance Agreement to Brantley Center, Inc., to perform site maintenance services for the Department in South Kohala, Hāmākua and Laupāhoehoe for two (2) years from July 1, 2012 to June 30, 2014, for a total cost over the two years of \$174,384.36.

The Department is requesting that rather than a renewal of a contract for two years, a contract be awarded for one year (Fiscal Year 2012-2013), for a total sum of \$86,293.56.

A two-year contract renewal was not able to be executed based upon HRS 76-77(16), which allows a specific civil service exemption for Qualified Community Rehabilitation programs for a period of one year.

The new contract would be as follows:

South Kohala	–	\$47,011.20
Hāmākua	–	31,422.60
Laupāhoehoe	–	<u>7,859.76</u>
Total:	–	\$86,293.56

RECOMMENDATION: It is recommended that the Board award a CONTRACT FOR MAINTENANCE AGREEMENT – SOUTH KOHALA, HĀMĀKUA AND LAUPĀHOEHOE SITES to Brantley Center, Inc., for July 1, 2012 to June 30, 2013, at a cost of \$86,293.56, and that either the

Chairperson or Vice-Chairperson be authorized to sign the documents, subject to approval by Corporation Counsel.

D. **VEHICLE BID NO. 2011-05, FURNISHING AND DELIVERING VEHICLES TO THE DEPARTMENT OF WATER SUPPLY, PART “C”:**

The contractor, Inter-Pacific Motors dba Orchid Isle Auto Center is requesting to address the Board to appeal the Department’s decision to deny a time extension for Part “C” of VEHICLE BID NO. 2011-05, FURNISHING AND DELIVERING VEHICLES TO THE DEPARTMENT OF WATER SUPPLY, PART “C”.

E. **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.

F. **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.

G. **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.

H. **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) Kawaiiani Tank update
- 4) Pu‘ukala/Kona Ocean View Properties Subdivision Improvement District Update
- 5) Class action lawsuit settlement against Syngenta, a manufacturer of Atrazine, a herbicide
- 6) Public Information and Education Specialist Update

I. **CHAIRPERSON’S REPORT:**

Chairperson will raise issues of interest to the Board.

8) **ANNOUNCEMENTS:**

1. **Next Regular Meeting:**

The next meeting of the Water Board will be held at 10:00 a.m. on September 25, 2012, at Department of Water Supply, Operations Center Conference Room, 889 Leilani Street, Hilo.

2. **Following Meeting:**

The following meeting of the Water Board will be held at 10:00 a.m. on October 23, 2012, at Department of Water Supply, Operations Center Conference Room, 889 Leilani Street, Hilo.

9) **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 Janet Snyder, Secretary, at 961-8050 as soon as possible, but no later than five days before the scheduled meeting. **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.