

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

MEETING DATE: June 25, 2013

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 May 28, 2013, Water Board meeting

4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA
(Note: Addendum requires Roll Call Vote)

5) SOUTH KOHALA:

A. JOB NO. 2013-992, LĀLĀMILO ELECTRICAL DISTRIBUTION AND EQUIPMENT MAINTENANCE:

Bids for this project **were to be** opened on June 6, 2013, at 2:00 p.m., but there were no qualified bidders.

The project will be re-bid at a later date.

6) NORTH KOHALA:

A. JOB NO. 2013-991, HĀWĪ #2 BOOSTER B REPAIR:

This project generally consists of the replacement of the existing pump and motor; minor modifications to the suction can; and chlorination of the pumping assembly, in accordance with the plans and specifications.

Bids for this project were opened on June 6, 2013, at 2:30 p.m., and the following are the bid results:

Bidder	Bid Amount
Beylik Drilling and Pump Service, Inc.	\$69,500.00
Derrick’s Well Drilling and Pump Services, LLC	\$34,862.00

Project Costs:

1) Low Bidder (Derrick’s Well Drilling and Pump Services, LLC)	\$ 34,862.00
2) Contingencies (10%)	\$ 3,486.20
Total Cost:	<u>\$ 38,348.20</u>

Funding for this project will be from DWS’s CIP Budget. The contractor will have 120 calendar days to complete this project. The Engineering estimate for this project was \$36,000.00.

RECOMMENDATION: It is recommended that the Board award the contract for JOB NO. 2013-991, HĀWĪ #2 BOOSTER B REPAIR, to the lowest responsible bidder, Derrick's Well Drilling and Pump Services, LLC, for their bid amount of \$34,862.00 plus \$3,486.20 for contingencies, for a total contract amount of **\$38,348.20**. It is further recommended that either the Chairperson or the Vice-Chairperson be authorized to sign the contract, subject to review as to form and legality by Corporation Counsel.

7) NORTH KONA:

A. QUEEN KA'AHUMANU HIGHWAY WIDENING – PHASE 2 PROJECT UPDATE:

The State Department of Transportation, Highways Division (DOT) has submitted a letter requesting the participation by the Department of Water Supply (DWS) to fund an additional \$195,865.00 for the redesign of a portion of the Queen Ka'ahumanu Highway Widening – Phase 2 project by May 15, 2013, as well as an estimated amount of \$200,000.00 for added construction costs based on the redesign.

The letter reiterates the importance of meeting their deadline, so as to not affect the contract schedule any further. There is an existing Memorandum of Agreement (MOA) that was entered into between DWS and DOT in the amount of \$3,744,000.00, but this additional work is considered to be over and beyond that original scope, due to DOT's directive to re-align a portion of the highway to avoid archeological sites.

It is the Department's understanding that DWS's commitment to fund the redesign is needed, or else the proposed water system will be removed from the contract. The Department has been in discussion with DOT regarding this matter, and this matter is being placed on the Agenda for discussion and possible action.

8) MISCELLANEOUS:

A. MATERIAL BID NO. 2013-06, FURNISHING AND DELIVERING WATER METERS, BRASS GOODS, FIRE HYDRANTS, VALVES, CHLORINATORS, PUMPS, PIPES, FITTINGS, SCADA, MOTORS AND MISCELLANEOUS ITEMS FOR THE DEPARTMENT OF WATER SUPPLY STOCK:

(The results for Item 59, Industrial Control Wiring, were deferred at the May 28, 2013, Water Board meeting.)

A report will be made at this meeting.

B. WATER HAULING BID NO. 2013-05, PRICE AGREEMENT TO PROVIDE WATER HAULING SERVICES TO VARIOUS LOCATIONS ISLAND-WIDE (ON AN AS-NEEDED BASIS) FOR THE DEPARTMENT OF WATER SUPPLY:

(This Item was deferred at the May 28, 2013, Water Board meeting.)

A report will be made at this meeting.

C. PROFESSIONAL SERVICES AGREEMENT FOR THE FURNISHING OF POTABLE WATER QUALITY TESTING (MICROBIOLOGICAL AND CHEMICAL):

A new service contract for the Furnishing of Microbiological Potable Water Quality Testing and Chemical Potable Water Testing (on an as-needed basis) is necessary for Fiscal Year 2013-2014, beginning July 1, 2013. These services are budgeted under the Department's approved operating and maintenance budget.

Staff has completed procurement of professional services to provide potable water quality testing services (microbiological and chemical). A schedule of fees for the “as-needed” testing services will be negotiated with Eurofins Eaton Analytical, Inc. The fees shall not to exceed \$100,000 (per the approved budget) for Fiscal Year 2013–2014.

RECOMMENDATION: It is recommended that the Board award the new service contract for the Furnishing of Microbiological Potable Water Quality Testing and Chemical Potable Water Testing (on an as-needed basis) to Eurofins Eaton Analytical Inc., and that the Chairperson or the Vice-Chairperson be authorized to sign the document, subject to approval of Corporation Counsel.

D. **AMENDMENT TO LEASE AGREEMENT WITH COUNTY OF HAWAI‘I FOR WAIĀKEA OFFICE PLAZA OFFICE SPACE:**

The County is requesting that the obligation to pay rent and term of the lease agreement for the Waiākea Office Plaza be amended from commencing on July 1, 2013, to commencing on October 1, 2013.

RECOMMENDATION: It is recommended that the Board approve the County's request that the obligation to pay rent and term of the lease agreement for the Waiākea Office Plaza be amended from commencing on July 1, 2013, to commencing on October 1, 2013, and that the Chairperson or the Vice-Chairperson be authorized to sign the document, subject to approval of Corporation Counsel.

E. **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.

F. **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.

G. **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.

H. **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.

I. **MANAGER-CHIEF ENGINEER’S REPORT:**

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

- 1) Kawaihāni Tank update
- 2) Pu‘ukala/Kona Ocean View Properties Subdivision Improvement District Update
- 3) Waikoloa Reservoir No. 1 Update
- 4) Public Information and Education Specialist Update

J. **CHAIRPERSON’S REPORT:**

Chairperson will raise issues of interest to the Board.

9) ANNOUNCEMENTS:

1. **Next Regular Meeting:**

The next meeting of the Water Board will be held at 10:00 a.m. on July 23, 2013, at the Department of Water Supply, Operations Center Conference Room, 889 Leilani Street, Hilo, HI.

2. **Following Meeting:**

The following meeting of the Water Board will be held at 10:00 a.m. on August 27, 2013, at the West Hawai'i Civic Center, Bldg. G, 74-5044 Ane Keohokalole Hwy, Kailua-Kona, HI.

10) 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.