

**DEPARTMENT OF WATER SUPPLY  
COUNTY OF HAWAII  
WATER BOARD MEETING  
AGENDA**

**MEETING DATE:** September 27, 2016

**TIME:** 10:00 a.m.

**PLACE:** Department of Water Supply, Hilo Operations Center Conference Room,  
889 Leilani Street, Hilo, Hawai'i

---

- 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 August 23, 2016, Water Board Meeting
- 4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA (if necessary)  
(**Note: Addendum requires Roll Call Vote**)
- 5) HĀMĀKUA:

**A. LICENSE AGREEMENT - GRANTING ACCESS ON A PORTION OF  
TAX MAP KEY (3) 4-5-019:020 TO TAX MAP KEY (3) 4-5-019:019:**

The proposed “Licensees,” Wendell Hisaka, Lloyd Hisaka, and Carol Hisaka, owners of Tax Map Key (3) 4-5-019:019, and successors in interest to Ms. Masako Hisaka, are requesting a License Agreement continuing to allow the use of the existing access road for the sole purpose of ingress and egress from Plumeria Road across the Water Board’s property identified as Tax Map Key (3) 4-5-019:020 (Honoka’a Well and Reservoir Site). Prior to this, a License Agreement for the same purpose existed between the Water Commission (Water Board) and Ms. Masako Hisaka. The previous License Agreement was non-transferrable.

RECOMMENDATION: It is recommended that the Water Board approve a License Agreement to Wendell Hisaka, Lloyd Hisaka, and Carol Hisaka for the sole purpose of ingress and egress across Tax Map Key (3) 4-5-019:020, subject to the approval of the Corporation Counsel, and that either the Chairperson or the Vice-Chairperson be authorized to sign the document.

6) NORTH KONA:

**A. JOB NO. 2015-1042, KALOKO MAUKA #1 STATION BOOSTERS B & D REPAIR –  
REQUEST FOR ADDITIONAL FUNDS AND TIME EXTENSION:**

The contractor, Derrick’s Well Drilling and Pump Services, LLC, is requesting a contract change order for the Kaloko Mauka #1 Station Boosters B & D Repair. The contract change order is to cover costs associated with the change in the scope of work associated with replacement of the discharge head for Booster B. It was discovered upon the extraction work that the existing discharge head had a longitudinal crack along the length of the discharge flow

tube within the discharge head, making it inaccessible and repair unfeasible. The additional fees are as follows:

Original Contract Amount:	\$80,000.00
Original Contingency amount:	8,000.00
1 <sup>st</sup> Additional Contingency request:	<b><u>\$10,055.00</u></b>
<b>Total Contract Amount</b>	<b><u>\$98,055.00</u></b>

The contractor is also requesting a contract time extension of 90 calendar days. Staff has reviewed the request and is recommending approval of 90 calendar days, based on the fact that this additional work exceeds the scope of the original contract and was beyond the control of the contractor.

**RECOMMENDATION:** It is recommended that the Board approve an increase in contingency of \$10,055.00 for a total contract amount of \$98,055.00 and a contract time extension of 90 calendar days to Derrick’s Well Drilling and Pump Services, LLC, for JOB NO. 2015-1042, KALOKO MAUKA #1 STATION BOOSTERS B & D REPAIR. If approved, the contract completion date will be revised from September 30, 2016, to December 28, 2016.

**B. JOB NO. 2016-1053, KALOKO MAUKA #1 BOOSTERS A & B REPAIR:**

This project consists of the replacement of the existing booster pumps, discharge heads, motors, and all appurtenant materials, such as mechanical seals, pre-lube tubing, etc; chlorination and testing of the pumping assemblies; and selective reconfiguration and replacement of above-ground discharge piping assemblies.

Bids for this project were opened on September 15, 2016, at 2:00 p.m., and the following are the bid results:

<b>Bidder</b>	<b>Bid Amount</b>
Beylik Drilling & Pump Service, Inc.	\$120,900.00
Derrick’s Well Drilling and Pump Services, LLC	\$125,000.00

Project Costs:

1) Low Bidder (Beylik Drilling & Pump Service, Inc.)	\$ 120,900.00
2) Construction Contingency (~10%)	\$ <u>12,100.00</u>
<b>Total Cost:</b>	<b><u>\$ 133,000.00</u></b>

Funding for this project will be from DWS’s CIP Budget under Pump Replacement. The contractor will have 240 calendar days to complete this project. The Engineering estimate for this project was \$170,000.00.

**RECOMMENDATION:** It is recommended that the Board award the contract for JOB NO. 2016-1053, KALOKO MAUKA #1 BOOSTERS A & B REPAIR, to the lowest responsible bidder, Beylik Drilling & Pump Service, Inc., for their bid amount of \$120,900.00, plus \$12,100.00 for construction contingency, for a total contract amount of **\$133,000.00**. 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 of the contract by Corporation Counsel.

7) MISCELLANEOUS:

A. DEEPWELL AND BOOSTER OVERVIEW:

Educational presentation providing general information on the Department's deepwell and booster equipment. Department personnel will be available to respond to questions from the Board relating to the Department's deepwell and booster equipment.

B. POWER COST CHARGE:

The Department proposes reducing the Power Cost Charge from \$1.70 to **\$1.61** per thousand gallons, to reflect a decline in power costs for the Department's wells and pumps. A Public Hearing will have been held prior to this Board meeting to accept public testimony on this change.

RECOMMENDATION: It is recommended that the Board approve the reduction of the Power Cost Charge from \$1.70 to **\$1.61**, effective October 1, 2016.

C. AWARD FOR SERVICES TO PROVIDE BILL PAYMENT BY PHONE AND INTERNET:

The Department issued a request for proposal (RFP) in February 2016 to select a vendor that could provide website and interactive voice response (IVR) bill payment services for customers using a credit card, debit card, or electronic check. The Department received 11 proposals; and after the initial evaluation, narrowed the potential vendors down to three (3) finalists. The three finalists were allowed to conduct a demonstration of their products and then submit a Best and Final offer (BAFO). The BAFOs were then evaluated, and a vendor was selected.

The Department anticipates absorbing a portion or all of the proposed transaction fees, on bills up to a maximum bill amount, in order to encourage the use of these payment options.

RECOMMENDATION: It is recommended that the Board award the contract for RFP No. 2015-09, ELECTRONIC CREDIT CARD PAYMENT PROCESSING SERVICES, to Paymentus. It is further recommended that the either the Chairperson or the Vice-Chairperson be authorized to sign the contract, subject to review as to form and legality by Corporation Counsel.

D. DEDICATION OF WATER SYSTEM:

The Department received the following document for action by the Water Board. The water system has been constructed in accordance with the Department's standards and is in acceptable condition for dedication.

1. Bill of Sale  
Seller: Waiakea Uka Bible Church  
Tax Map Key: (3) 2-4-056:030  
Final Inspection Date: August 10, 2016  
Water System Cost: \$62,120.00

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

E. **UPDATE RE: NATIONAL PARKS SERVICE'S PETITION TO DESIGNATE KEAUHOU AQUIFER AS A GROUND WATER MANAGEMENT AREA:**

For discussion and possible action.

F. **EXECUTIVE SESSION RE: NATIONAL PARKS SERVICE'S PETITION TO DESIGNATE KEAUHOU AQUIFER AS A GROUND WATER MANAGEMENT AREA:**

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), to discuss mediation as directed by the Commission on Water Resource Management regarding the National Park Service's petition to designate Keauhou Aquifer as a Ground Water Management Area, 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.

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 on the following:

- 1) Matters of interest to the Board

J. **CHAIRPERSON'S REPORT:**

Chairperson to report on matters of interest to the Board.

8) **ANNOUNCEMENTS:**

1. **Next Regular Meeting:**

The next meeting of the Water Board is scheduled for 10:00 a.m. on October 25, 2016, 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 the West Hawai'i Civic Center, Community Center (Building G), 74-5044 Ane Keohokalole Highway, Kailua-Kona, Hawai'i, on November 22, 2016, at 10:00 a.m.

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 Doreen Jollimore, 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.