

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

MEETING DATE: April 25, 2023

TIME: 10:00 a.m.

PLACE: Department of Water Supply, Hilo Operations Baseyard, 889 Leilani Street,
Hilo, Hawai‘i

Public testimony may be done in person or in writing by email (dws@hawaiiidws.org), fax (808-961-8657), or by mail: 345 Kekūanaō‘a Street, Suite 20, Hilo, HI 96720. Please indicate agenda item submitting for. All testimony, regardless of time of receipt, will be part of the permanent record.

- 1) CALL TO ORDER – 10:00 a.m. (*please turn cell phones off or set to silent*)
- 2) STATEMENTS FROM THE PUBLIC – Pursuant to HRS §92-3, oral testimony may be provided entirely at the beginning of the meeting, or immediately preceding the agenda item.
- 3) APPROVAL OF MINUTES:
 - Minutes of the March 28, 2023, Public Hearing on the Power Cost Charge
 - Minutes of the March 28, 2023, Public Hearing on the Fiscal Year 2024 Operating and CIP Budgets
 - Minutes of the March 28, 2023, Water Board Meeting
- 4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA (if necessary)
(Note: Roll Call Required)
- 5) **DEPARTMENT OF WATER SUPPLY PROPOSED OPERATING AND 5-YEAR CAPITAL IMPROVEMENT PROJECTS (C.I.P.) BUDGETS FOR FISCAL YEAR 2024:**

Chair: Is there any testimony for this item?

The Department’s Fiscal Year 2024 Operating Budget, totaling \$65,596,744.00, and 5-Year C.I.P. Budget for Fiscal Year 2024-2028, totaling \$185,835,000.00 have been distributed for the Board’s review. A public hearing was held March 28, 2023, to accept testimony. The Board may change either Budget or adopt the budgets as presented over two readings.

RECOMMENDATION: It is recommended that the Board approve the Department’s Fiscal Year 2024 Operating and C.I.P. Budgets on this *second* of two readings.

Staff reviewed the request for the time extension and the accompanying supporting documentation and found the 30 calendar days to be justified. *Note: There are no additional costs associated with this time extension.*

Ext. #	From (Date)	To (Date)	Days (Calendar)	Reason
1	02/28/2023	05/15/2023	76	Delays from manufacturer.
2	05/15/2023	6/14/2023	30	Delays from manufacturer.
Total Days (including this request)			106	

RECOMMENDATION: It is recommended that the Board approve a contract time extension of 30 calendar days to Derrick’s Well Drilling and Pump Services, LLC, for JOB NO. 2021-1171 (REBID), LĀLĀMILO B DEEPWELL REPAIR. If approved, the contract completion date will be revised from May 15, 2023, to June 14, 2023.

8) MISCELLANEOUS:

A. MATERIAL BID NO. 2022-11, FURNISHING AND DELIVERING SPARE 400HP MOTOR SET, PUMP CABLE, AND STEP-UP TRANSFORMER FOR THE DEPARTMENT OF WATER SUPPLY – REQUEST FOR TIME EXTENSION:

Chair: Is there any testimony for this item?

The Contractor, Derrick’s Well Drilling & Pump Services, LLC is requesting a contract time extension of 120 calendar days for Section 1 and 2, due to material shortages of stainless steel required for the fabrication of the submersible motor. This delay was beyond the control of the Contractor.

Staff reviewed the request for the time extension and the accompanying supporting documents and found that only 77 calendar days for Sections 1 and 2 to be justified.

Note: There are no additional costs associated with this time extension.

Ext. #	From (Date)	To (Date)	Days (Calendar)	Reason
1	01/31/2023	04/17/2023	77	Material shortage of stainless steel required for fabrication of submersible motor.
Total Days (including this request)			77	

RECOMMENDATION: It is recommended that the Board approve a contract time extension of 77 calendar days for Sections 1 and 2 to Derrick’s Well Drilling and Pump Services, LLC., for MATERIAL BID NO. 2022-11, FURNISHING AND DELIVERING SPARE 400HP MOTOR SET, PUMP CABLE, AND STEP-UP TRANSFORMER FOR THE DEPARTMENT OF WATER SUPPLY. If approved, the contract completion dates for Sections 1 and 2 will be revised from January 31, 2023, to April 17, 2023.

B. WATER HAULING BID NO. 2023-03, PRICE AGREEMENT TO PROVIDE WATER HAULING SERVICES TO VARIOUS LOCATIONS ISLAND-WIDE (ON AN AS-NEEDED BASIS) FOR THE DEPARTMENT OF WATER SUPPLY:

Chair: Is there any testimony for this item?

Bids were opened on April 6, 2023, at 1:30 p.m., and the following are the bid results:

1. **Carnor Sumida dba ACR Water Hauling, Inc.**
 4,000 and 5,000 gallon water hauling trucks (price for all districts):
 Regular Hours \$114.75/hr.
 Overtime Hours \$130.53/hr.

2. **Island Topsoil, LLC**
 5,000 gallon water hauling trucks (price for all districts):
 Regular Hours \$156.03/hr.
 Overtime Hours \$184.28/hr.

3. **Kea'au Service Station, Inc.**
 5,000 gallon water hauling trucks (price for all districts):
 Regular Hours \$210.00/hr. / \$250.00/hr.
 Overtime Hours \$315.00/hr. / \$375.00/hr.

RECOMMENDATION: It is recommended that the Board approve the price agreement for WATER HAULING BID NO. 2023-03, PRICE AGREEMENT TO PROVIDE WATER HAULING SERVICES TO VARIOUS LOCATIONS ISLANDWIDE (ON AN AS-NEEDED BASIS) FOR THE DEPARTMENT OF WATER SUPPLY at the prices listed above, and that either the Chairperson or the Vice-Chairperson be authorized to sign the contract(s), subject to review as to form and legality of the contract(s) by Corporation Counsel. The price agreement shall be from July 1, 2023, to June 30, 2025.

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

Chair: Is there any testimony for this item?

Brantley Center, Inc., presently has a Maintenance Agreement for site maintenance for the Department's South Kohala, Hāmākua, and Laupāhoehoe tank and pump sites. We are requesting to renew this Agreement from July 1, 2023, to June 30, 2024. The rates would be as follows:

South Kohala \$4,392.35/month x 12 months (23 sites) =	\$52,708.20
Hāmākua \$2,944.16/month x 12 months (15 sites) =	\$35,329.92
Laupāhoehoe \$ 738.48/month x 12 months (3 sites) =	\$ 8,861.76
Total:	\$96,899.88

The Department has the right to award the contract to Brantley Center, Inc., without advertising or calling for bids, according to Subsection 103D-1010 of the Hawai'i Public Procurement Code. Brantley Center, Inc., has submitted the necessary documents to meet the requirements as a qualified, rehabilitation facility. There is no increase from their proposal for Fiscal Year 2022-2023. Brantley Center's performance has been satisfactory, and the costs are reasonable. A total of 41 sites are covered by this agreement.

RECOMMENDATION: It is recommended that the Board award the contract for the RENEWAL OF CONTRACT FOR MAINTENANCE AGREEMENT - SOUTH KOHALA, HĀMĀKUA, AND LAUPĀHOEHOE SITES, to Brantley Center, Inc., for a period from July 1, 2023, to June 30, 2024, at a total cost of \$96,899.88, and that either the Chairperson or Vice-Chairperson be authorized to sign the documents, subject to approval by Corporation Counsel.

D. JOLENE C. GONSALVES, \$10,708.34 WRITE-OFF FOR ACCOUNT #09029664-14, (TMK 1-4-051-061), CIVIL NO. 3RC08-1-349:

Chair: Is there any testimony for this item?

The customer's account was opened in May 2006 and closed in June 2007. Throughout this period, the customer's account recorded high usage with multiple notifications to the customer. The customer applied for leakage adjustments which were denied due to dial movement and high usage. Several payments were made on the account, but it was insufficient to clear the delinquency. The meter was removed in June 2007, the account was closed, and final bill notices were mailed. Corporation Counsel obtained a judgement in March 2009, and the customer agreed on a \$100/month payment plan. The customer paid \$100 in April 2009 and no payments were received thereafter. Corporation Counsel has recommended write-off, as the account is deemed uncollectible.

RECOMMENDATION: The Department is requesting approval to write-off the \$10,708.34 balance due on Jolene C. Gonsalves' account.

E. CTS EARTHMOVING INC., \$10,684.99 WRITE-OFF FOR ACCOUNT #88050130-10, (TMK 7-4-004-000), CIVIL NO. 3RC13-1-712K:

Chair: Is there any testimony for this item?

The customer's Temporary service account (2 in. meter) on Homestead Road, in Kailua- Kona, was opened in August 2011 and closed in October 2011. The balance due is \$10,684.99 for one billing period which includes the first and final bill. The account was closed in October 2011, and final bill notices were mailed. Corporation Counsel obtained a judgement in February 2014 and no payments were received. According to the State website, the business status of CTS Earthmoving Inc. is "Inv. Dissolved". Corporation Counsel has recommended write-off, as the account is deemed uncollectible.

RECOMMENDATION: The Department is requesting approval to write-off the \$10,684.99 balance due on CTS Earthmoving Inc.'s account.

F. MONTHLY PROGRESS REPORT:

Chair: Is there any testimony for this item?

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:

Chair: Is there any testimony for this item?

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:

Chair: Is there any testimony for this item?

The Manager-Chief Engineer to provide an update on the following:

1. North Kona Wells
2. Employee of the Quarter (1st Quarter 2023)

I. CHAIRPERSON'S REPORT:

Chairperson to report on matters of interest to the Board.

9) **ANNOUNCEMENTS:**

1. **Next Meeting:** May 23, 2023, 10:00 a.m., at the West Hawai'i Civic Center, Building G, 74-5044 Ane Keohokalole Highway, Kailua-Kona, Hawai'i.

10) **ADJOURNMENT**

Anyone requiring an accommodation or auxiliary aid and/or services to participate in this meeting (i.e. sign language, interpreter, large print), please contact the Board Secretary, at (808) 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.

Board Packet Pursuant to Hawai'i Revised Statutes, Section 92-7.5, the board packet provided to members of the board for this meeting is available for public inspection during regular business hours at the Department of Water Supply office, 345 Kekūanaō'a Street, Suite 20, Hilo, Hawai'i.

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