



**PURCHASING DIVISION
DEPARTMENT OF FINANCE
THE COUNTY OF KAUAI**

**DEREK S. K. KAWAKAMI, MAYOR
MICHAEL A. DAHLIG, MANAGING DIRECTOR**

**REIKO MATSUYAMA
DIRECTOR**

**MICHELLE L. LIZAMA
DEPUTY DIRECTOR**

February 20, 2020

Harlan Y. Kimura, Attorney At Law
A Law Corporation
220 South King Street, Suite 1660
Honolulu, Hawaii 96813

Attn: Harlan Y. Kimura, President

RE: CONTRACT NO. 212170 –MASTER HEARINGS OFFICER SERVICES

Your firm has been awarded the negotiated contract to provide services for the MASTER HEARINGS OFFICER SERVICES for the Mayor's Office, Office of Boards and Commissions, County of Kauai in accordance with 2020-PROF-3, A.1, and to the terms and conditions set forth in the contract document. The award is subject to your return of the executed contract together with:

- Insurance certificates as required by the solicitation or negotiated terms.

The contract amount shall not exceed FIFTY THOUSAND AND NO/100 (\$50,000.00).

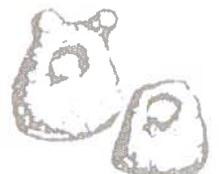
The contract term shall be for three hundred sixty five (365) days upon the date set forth in the official Notice to Proceed.

Contract documents will be emailed to you under separate cover for your review and execution. **Contract No. 212170** is assigned and should be referenced in all future communications relating to this Contract.

After the contract is fully executed, a "Notice to Proceed" will be issued to designate the official contract starting date. Until said Notice is issued the County may find cause for cancellation of the award and any expenses incurred by you will be at your own risk.

Further, as a reminder, the following is a requirement for final payment and should be submitted with your final payment invoice:

- a tax clearance certificate required by HRS 103D-328, and 103D-310 (c)
- Contractor's Certificate of Compliance for Final Payment (self-certification form), required by HAR 3-122-112 (c), Responsibility of Offerors. Purchasing Division Schedule G-1 is available upon request.



We appreciate the opportunity to work with you on this project and look forward to its successful and timely completion.

Please feel free to call us on any questions or if we may assist you in anyway.

Very truly yours,

Ernest Barreira

Ernest Barreira (Feb 20, 2020)

Ernest W. Barreira, M.S.

Assistant Chief Procurement Officer

cc: Mayor's Office B&C – A.Segreti

/krm

**County of Kauai
Department of Finance - Purchasing Division**

Professional Services Procurement Disclosure

**Pursuant to the requirements of HRS 304-103D,
the following information is hereby publicly disclosed.**



**Award Date : 2/20/2020
Contract # : 212170**

1. **Professional Services Publication Number:**
 - **Publication Number: 2020-PROF-3, A.1.;**
2. **Description of Services Required: Master/Hearing Officer**
3. **Check if Small Purchase procedures used.**
4. **The ranking and names of a minimum of the top three (3) persons or organizations ranked by the Selection Committee for negotiation of a contract (note- the minimum of 3 persons may be limited to less than 3 by the review committee or by the number of responses to the solicitation):**
 - **Harlan Y. Kimura, Attorney At Law, A Law Corporation**
 - **McCorriston Miller Mukai MacKinnon**
 - **O'Connor Playdon Guben & Inouye LLP**
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5. **The legal name of the person or organization receiving the award:**
 - **Harlan Y. Kimura, Attorney At Law, A Law Corporation**
6. **The Dollar amount of the contract: \$50,000.00**
7. **The names of the Selection Committee members:**
 - **Ellen Ching, Administrator Office Of Boards and Commissions**
 - **Adam Roversi, Housing Director**
 - **Keith Perry, Operation Analyst**
8. **Describe the relationship of any of the principals to any of the persons making the recommendation of award and award:**
 - **DIRECTOR OF FINANCE (AUTHORITY TO AWARD): NONE**
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Date Posted 2/20/2020,