

**PURCHASING DIVISION
DEPARTMENT OF FINANCE**

REIKO MATSUYAMA, DIRECTOR
MICHELLE L. LIZAMA, DEPUTY DIRECTOR



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

June 6, 2023

KKDLY, LLC
Topa Financial Center
745 Fort Street, Suite 2100
Honolulu, HI 96813

Attn: Ralph T. Kanetoku, Partner

RE: Contract 10085 – Accounting Services to Assist with Preparation of the ACFR, Financial Statements, and Closing of FY23

Your firm has been awarded the negotiated contract to provide ACCOUNTING SERVICES TO ASSIST WITH PREPARATION OF THE ACFR, FINANCIAL STATEMENTS, AND CLOSING OF FY23, for the Department of Finance, Administrative Division, County of Kauai in accordance with SPO PL 23-01 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 solicitation or negotiated terms.

The negotiated contract amount shall not exceed **NINETY-FIVE THOUSAND AND 00/100 DOLLARS (\$95,000.00)**.

Contract documents will be transmitted under separate cover for your review and execution. Contract No. **10085** is assigned. Please refer to this number in all future communications.

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 Count 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:

Tax clearance compliance 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 Offers. 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.

**PURCHASING DIVISION
DEPARTMENT OF FINANCE**

REIKO MATSUYAMA, DIRECTOR

MICHELLE FUJIZAMA, DEPUTY DIRECTOR

Please feel free to call us if you have any questions or if we may be of service.



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

Very truly yours,

Ernest Barreira
Ernest Barreira (Jun 6, 2023 13:59 HST)

Ernest W. Barreira, M.S.
Assistant Chief Procurement Officer

cc: FIN – S. Hunt

:cb/hs

**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 : 6/6/23
Contract # : 10085**

1. **Professional Services Publication Number:**
 - **Publication Number:** SPO PL 23-01
 2. **Description of Services Required:**
 - **Accounting Services to Assist with Preparation of the ACFR, Financial Statements, and Closing of FY23**
 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):**
 - **KMP, LLP**
 - **KKDLY, LLC**
 - **Spire Hawaii, LLP**
 - **Akamine, Oyadomari & Kosaki CPA's, Inc**
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 5. **The legal name of the person or organization receiving the award:**
 - **KKDLY, LLC**
 6. **The Dollar amount of the contract: \$95,000.00**
 7. **The names of the Selection Committee members:**
 - **Steven Hunt**
 - **Ken Shimonishi**
 - **Kenneth Kimura**
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 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 : June 6, 2023, CB