

PURCHASING DIVISION

DEPARTMENT OF FINANCE

CHELSIE SAKAI, DIRECTOR OF FINANCE

MICHELLE L. LIZAMA, DEPUTY DIRECTOR OF FINANCE



DEREK S.K. KAWAKAMI, MAYOR
REIKO MATSUYAMA, MANAGING DIRECTOR

March 10, 2025

Ushijima Architects, Inc.
2226 Young Street, Suite A
Honolulu, HI 96826

Attn: Shawn Ushijima, President

RE: CONTRACT 10383 – DESIGN AND PERMITTING OF WAIMEA NEIGHBORHOOD CENTER IMPROVEMENTS

Your firm has been awarded the negotiated contract to provide DESIGN AND PERMITTING OF WAIMEA NEIGHBORHOOD CENTER IMPROVEMENTS, for the Department of Parks and Recreation, County of Kauai in accordance with 2025-PROF-1, G.5, 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 **THREE HUNDRED FORTY-SIX THOUSAND AND SEVEN HUNDRED NINETY AND 89/100 DOLLARS (\$346,790.89)**.

Contract documents will be transmitted under separate cover for your review and execution. Contract No. **10383** 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.

Ushijima Architects, Inc.

March 10, 2025

2

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 be of service.

Very truly yours,

Ernest Barreira

Ernest Barreira (Mar 19, 2025 08:47 HST)

Ernest W. Barreira, M.S.

Assistant Chief Procurement Officer

cc: P/R – K. Nakaahiki

:cb

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 : 3/10/2025
Contract # : 10383

- 1. Professional Services Publication Number:**
 - **Publication Number: 2025-PROF-1, G.5**
 - 2. Description of Services Required:**
 - **Design and Permitting of Waimea Neighborhood Center Improvements**
 - 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):**
 - **Ushijima Architects, Inc.**
 - **Yamasato Higa Architecture & Planning**
 - **MAIA Design Studio, LLC**
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 - 5. The legal name of the person or organization receiving the award:**

Ushijima Architects, Inc.
 - 6. The Dollar amount of the contract: \$346,790.89**
 - 7. The names of the Selection Committee members:**
 - **Klayford Nakaahiki**
 - **Nancy McMahon**
 - **Brian Inouye**
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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 : 3/10/2025, CB