

PURCHASING DIVISION
DEPARTMENT OF FINANCE
REIKO MATSUYAMA, DIRECTOR
MICHELLE L. LIZAMA, DEPUTY DIRECTOR



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

February 9, 2024

Workplace Excellence by AMP, LLC
4348 Waiālae Avenue #264
Honolulu, HI 96816

Attn: Anne Marie Puglisi

RE: **T-13002- Investigative Services**

Your firm has been awarded the contract for INVESTIGATIVE SERVICES to the County of Kauai, in accordance with the County's bid document T-13002, 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 NINE THOUSAND FIVE HUNDRED DOLLARS AND 00/100 (\$9,500.00)

The contract term shall begin 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. **10182** has been 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 the 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:

- Tax compliance is required by HRS 103D-328; and 103D-310(c)
- Contractor's Certificate of Compliance for Final Payment (self-certification form), required by HRS 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 any way.

Anne Marie Puglisi
February 9, 2024
Page | 2

Very truly yours,

Ernest Barreira

[Ernest Barreira \(Feb 9, 2024 09:00 HST\)](#)

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

Cc: KFD – K Tanita

EWB:kn