

**PURCHASING DIVISION  
DEPARTMENT OF FINANCE**

REIKO MATSUYAMA, DIRECTOR  
MICHELLE L. LIZAMA, DEPUTY DIRECTOR



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

July 26, 2022

Wiss, Janney, Elstner Associates, Inc.  
745 Fort Street, Suite 2200  
Honolulu, HI 96813

Attn: Mike Greer, Associate Principal

RE: **Contract 10003- KWMCH REPAIRS- ARCHITECT SERVICES FOR ROOFING CONDITIONS  
ASSESSMENT AND REPAIRS**

Your firm has been awarded the negotiated contract to provide KWMCH REPAIRS- ARCHITECT SERVICES FOR ROOFING CONDITIONS ASSESSMENT AND REPAIRS, for the Department of Parks and Recreation, County of Kauai in accordance with 2022-PROF-1 G.1. 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 **ONE HUNDRED FOURTEEN THOUSAND EIGHT HUNDRED THIRTY EIGHT AND 00/DOLLAR (\$114,838.00)**.

Contract documents will be transmitted under separate cover for your review and execution. Contract No. **10003** 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.

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

Very truly yours,

  
Ernest Barreira (Jul 26, 2022 15:59 HST)

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

cc: PW-Admin- T. Ozaki

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**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.



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**Award Date : 7/26/22  
Contract # : 10003**

1. **Professional Services Publication Number:**
    - **Publication Number:** 2022-PROF-1, G.1.;
  2. **Description of Services Required:**
    - **KWMCH Repairs- Architect Services for Roofing Condition Assessment and Repairs**
  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):**
    - **Wiss,Janney, Elstner Associates, Inc**
    - **Marc Ventura**
    - **Ushijima Architects Inc.**
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  5. **The legal name of the person or organization receiving the award:**
    - **Wiss,Janney, Elstner Associates**
  6. **The Dollar amount of the contract: \$114,838.00**
  7. **The names of the Selection Committee members:**
    - **Todd Ozaki**
    - **Keith Perry**
    - **Lenny Rapozo**
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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 : July 26, 2022,*






# NOA C10003

Final Audit Report

2022-07-27

Created:	2022-07-27
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