

# PURCHASING DIVISION

## DEPARTMENT OF FINANCE

MICHELLE L. LIZAMA, DIRECTOR OF FINANCE

CHELSIE A. SAKAI, DEPUTY DIRECTOR OF FINANCE



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

June 19, 2024

Dr. Kyle Perry  
44-672 Kahinani Place #4  
Kaneohe, HI 96744  
[krperry@hawaii.edu](mailto:krperry@hawaii.edu)

Attn: Dr. Kyle Perry

RE: **CONTRACT 10270 – MEDICAL DIRECTOR FOR KFD/OSB**

Your firm has been awarded the negotiated contract to provide MEDICAL DIRECTOR FOR KFD/OSB, for the KAUAI FIRE DEPARTMENT, County of Kauai in accordance with 2024-PROF-7, B.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 **TWENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$25,000.00)**.

Contract documents will be transmitted under separate cover for your review and execution. Contract No. **10270** 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.

Dr. Kyle Perry

June 19, 2024

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 W. Barreira, M.S.

Assistant Chief Procurement Officer

cc: Fire: R. Mills

:cgm

**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 : June 19, 2024**  
**Contract # : 10270**

1. **Professional Services Publication Number:**
  - **Publication Number:** 2024-PROF-7, B.1
2. **Description of Services Required:**
  - **Medical Director for KFD**
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):**
  - **Dr. Kyle Perry**
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5. **The legal name of the person or organization receiving the award:**

**Dr. Kyle Perry**
6. **The Dollar amount of the contract: \$25,000**
7. **The names of the Selection Committee members:**
  - **Matthew Ballard**
  - **Micah Mokuahi**
  - **Kleve Zarbaugh**
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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 : 6/25/24,*