

LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009

**DEPARTMENT / AGENCY QUESTIONNAIRE**

**COUNTY OF HAWAII  
Police & Prosecutors  
2009 JAG Recovery Act Grant**

**Instructions:** Please use this MS Word document as a template, entering your answers below the corresponding number/letter. The commission is cognizant of the numerous reporting requirements of ARRA and does not wish to burden your Department or agency with duplicative requests for information where possible. Please us information that you have all ready reported to the Federal Government, as applicable.

If a question is not applicable please indicate N/A. The information requested under question 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:

(a) A brief summary of the program/project, including goals;

*The Police and Prosecutors office was awarded 2009 JAG Recovery Act Grant to address crime through the provision of services directly to individuals and/or communities and by improving the effectiveness and efficiency of criminal justice system, process, and procedures.*

*Prosecutors will be upgrading their server environment from Windows NT 4.0 to an Active Directory. This will improve the prosecutor's ability and efficiency in handling case information and its ability to share information with other law enforcement agencies on the island.*

*Police will fund the 2 evidence specialist position and purchase digital camera which will allow the department to continue critical law enforcement efforts.*

(b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive grant basis;

*The funds were awarded as a grant to Hawaii County Police Department.*

(c) Whether matching funds are required, and, if so:

Matching funds are not required.

- (i) Are they available; N/A
- (ii) Have they been secured; N/A
- (iii) If they have not been secured, why not; and N/A
- (iv) Will the State be required to continue that match or provide increased/full funding in the future; N/A

- (d) If there are additional requirements to receive funds, what are they;

*The department must comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.*

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

*Total award amount: \$366,489.00*

*Project term: 3/1/09 to 2/28/13*

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meets them; *Grants are submitted to the Police Chief and his command staff to review and prioritize according to our critical need. This project was submitted and identified as our department's priority #1.*

- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies; *N/A*

- (h) The criteria used to select activities for the program/project; *a thorough review done by our crime lab staff on concerns and how this project would address them.*

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

*The grant was submitted to the Hawaii County Council to appropriate the funds and get approval to accept the grant. A Resolution was approved in September 2009 to accept the grant. The ordinance to appropriate the funding was approved in October 2009.*

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

*The Hawaii County Purchasing Division is governed by state procurement laws and regulations which provide for a fair and reasonable bidding process.*

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

*Daily reviews of the accounts are done when requisitions are received to ensure that expenditures are within guidelines. Monthly reviews of the grant are done in preparation for the quarterly reports.*

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of program/project have been completed; and

*The Prosecutor's has prepared an RFP for the upgrade to their server environment and is in the procurement process.*

*The Police has the 2 evidence specialist which has been charged since December 2009. The digital cameras for the evidence specialist to use has been purchased.*

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

- 2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

*N/A*

- 3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance, or expenditure of funds including procurement, late/delayed federal guidance, and reporting requirements;

*None*

- (b) The effect of those barriers/constraints; and

*None*

- (c) If and how they were mitigated.

*None*

LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009

**DEPARTMENT / AGENCY QUESTIONNAIRE**

**COUNTY OF HAWAII**  
**Office of Housing and Community Development**  
**B-09-HY-15-0002 Community Development Block Grant**

**Instructions:** Please use this MS Word document as a template, entering your answers below the corresponding number/letter. The commission is cognizant of the numerous reporting requirements of ARRA and does not wish to burden your Department or agency with duplicative requests for information where possible. Please us information that you have all ready reported to the Federal Government, as applicable.

If a question is not applicable please indicate N/A. The information requested under question 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:
  - (a) A brief summary of the program/project, including goals;

*The Office of Housing and Community Development (OHCD) was awarded Recovery Act Community Development Block Grant (CDBG-R) funds to stimulate the economy through the following two infrastructure activities that provide basic services to residents and that promote energy efficiency and conservation through building rehabilitation and retrofitting.*

*Project: Kamuela Elderly Housing Solar Water Heating System  
Goals: Design and install solar water heating systems to 31 one-bedroom one-bath units and one two-bedroom one-bath resident manager unit in the Kamuela Elderly Housing projects for low income seniors.*

*Project: Hospice of Hilo In-Patient Facility Site Improvements  
Goals: Construct onsite and offsite infrastructure improvements to comply with local building and fire codes. When the project is completed Hospice will serve approximately 300 low and moderate income persons annually.*

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive grant basis;

*Funds were awarded as a formula grant to the OHCD.*

- (c) Whether matching funds are required, and, if so:

*Matching funds are not required; however the funded projects are leveraging \$199,129 in private funding.*

- (i) Are they available; *N/A*
- (ii) Have they been secured; *N/A*
- (iii) If they have not been secured, why not; and *N/A*
- (iv) Will the State be required to continue that match or provide increased/full funding in the future; *N/A*

- (d) If there are additional requirements to receive funds, what are they;

*U.S. Department of Housing and Urban Development (HUD) ARRA policy required grantees to amend its 2008 Action Plan. This required the OHCD to issue public notice and get County Council approval.*

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

*Total Award Amount: \$647,364  
Project term: FFY 2009-2012*

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;

*This CDBG-R program supplements the OHCD's existing CDBG program.*

- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;

*The OHCD attended several informational meetings, participated in public workshops and attended webinars in an effort to work collaboratively with HUD, COH Departments and other Counties in the State. These efforts helped to ensure coordination and reduced duplication of efforts. It also ensured that funds met ARRA expenditure requirements.*

- (h) The criteria used to select activities for the program/project;

*Priority was given to projects that could award contracts based on bids within 120 days and expend funds within 12 months of the grant award as well as maximize job creation, retention and economic benefit. In addition, priority was given to projects there met the HUD preference for development infrastructure activities that provide*

*basic services to residents and that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings.*

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

*On March 23, 2009, the OHCD published a Request for Interest (RFI) informing the public that the County would be applying for funds from the American Recovery and Reinvestment Act of 2009 for CDBG-R program funds from HUD. The RFI requested interested entities to submit eligible projects and activities for the estimated \$647,364 of CDBG-R funds.*

*On May 22, 2009, in accordance with ARRA Program Guidance the OHCD published a draft amendment to its Community Development Block Grants Program's 2008 Action Plan with HUD. The amendment was available for public review and comment for a seven day period.*

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

*Through its public RFI process the OHCD received ten project proposals and selected the two projects according to ARRA and HUD criteria along with emphasis on project need, schedule, job creation/retention, consolidated plan priorities, environmental, funding and project outcome. The selected projects were included in the draft amendment described above for public review and comment.*

*The OHCD complied with all applicable Federal, State, and County regulations and kept the public informed at all times.*

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

*See response to (g).*

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of program/project have been completed; and

*Project: Kamuela Elderly Housing Solar Water Heating System  
100% of the funds have been encumbered. The project is scheduled to go out to bid in July 2010, with construction starting in September 2010. The anticipated completion is end of December 2010.*

*Project: Hospice of Hilo In-Patient Facility Site Improvements  
100% of the funds have been awarded, encumbered and expended.*

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

*Project: Kamuela Elderly Housing Solar Water Heating System  
All units of the Kamuela Elderly Housing Project are rented to low income seniors who receive rental assistance from the USDA RD521 program. The housing project has 33 hot water systems that will be converted to solar water systems which will help reduce energy (kilowatts) usage for 31 seniors, one resident manager and a community laundry facility. The end result will be substantial savings in fossil fuel and utility expenses for 31 low income senior residents. We anticipate this project will create 20 jobs.*

*Project: Hospice of Hilo In-Patient Facility Site Improvements  
When completed, we anticipate this project will create 41 permanent full time jobs and will provide services for approximately 300 low and moderate income persons annually.*

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied. *N/A*

3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance, or expenditure of funds including procurement, late/delayed federal guidance, and reporting requirements;

*Due to delayed federal guidance, the OHCD worked within an extremely short timeline to procure, award and obligate ARRA funds. With the direction and corporation of many, the OHCD was able to get funds out into the community to benefit those it was intended for.*

- (b) The effect of those barriers/constraints; and

*N/A*

- (c) If and how they were mitigated.

*N/A*



LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009

**DEPARTMENT / AGENCY QUESTIONNAIRE**

**COUNTY OF HAWAII**  
**Fire Department**  
**EMW-2009-FC-02761R Makalei Fire Station Construction**

**Instructions:** Please use this MS Word document as a template, entering your answers below the corresponding number/letter. The commission is cognizant of the numerous reporting requirements of ARRA and does not wish to burden your Department or agency with duplicative requests for information where possible. Please us information that you have all ready reported to the Federal Government, as applicable.

If a question is not applicable please indicate N/A. The information requested under question 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:
  - (a) A brief summary of the program/project, including goals;

*The Hawai'i Fire Department (HFD) received stimulus funding for the construction of the Makalei Fire Station at Kalaoa in North Kona.*

*The HFD has been and continues to be committed to insuring the highest quality of service to our island communities, residents and visitors. Ten years ago the HFD realized that the current and projected development in the North Kona District of the Island of Hawai'i called for the establishment of a fire protection facility and dedicated staff to service the area.*

*The FY2009 A.R.R.A. Assistance to Fire Fighters Fire Station Construction Grant will aid the County of Hawai'i not only in dramatically improving emergency response service delivery, but also in improving fire fighter safety and reduction of potential fire loss.*

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive grant basis;

*Funds were awarded on a competitive grant basis.*

- (c) Whether matching funds are required, and, if so:

*This grant is a “cost sharing, assistance arrangement” not “matching funds” therefore the following questions are not applicable (NA).*

- (i) Are they available;  
NA

- (ii) Have they been secured;  
NA

- (iii) If they have not been secured, why not; and  
NA

- (iv) Will the State be required to continue that match or provide increased/full funding in the future;  
NA

- (d) If there are additional requirements to receive funds, what are they;

*This award requires the recipient to complete the project, to report on the use of the funds, and to abide by numerous grant requirements.*

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

*Total funds involved: \$9,568,000*

*Total Award amount: \$4,113,686*

*Project term: FFY 2008- 2009 to FFY 2011-2012*

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;

*All capital projects, including this one, are subject to intensive review by the HFD, and the County. For this project the HFD concluded in 1999 that a new North Kona fire station was needed to provide a responsible and quality level of service and to comply with fire standards (NFPA 1710).*

- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;

*Communication with other federal, state, and county agencies is normal part of the HFD’s activities. HFD has participated in various meetings regarding obtaining and usage of federal funding.*

- (h) The criteria used to select activities for the program/project;

*NA. This is not a program with "activities" rather this is a construction project.*

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

*The County follows all required public notice requirements.*

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

*The County follows all required procurement laws and rules, which are very specific on the bidding/award processes used.*

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

*The County follows all required procurement and accounting laws, rules, standards, and all applicable internal policies and procedures. Oversight of all construction projects is provided by various County departments including; Public Works, and Finance.*

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of program/project have been completed; and

*The project is not yet started. Plans are undergoing final review by County personnel and the required Environmental Assessment is under final revision by the consultant.*

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

*During the construction phase, it is estimated that at a minimum, this project will employ 100 general contractor and subcontractor employees for a period of 12 to 18 months. This fire station will improve emergency response delivery, fire fighter safety, and reduction of potential fire loss.*

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

*Please see the County response to this question.*

3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance, or expenditure of funds including procurement, late/delayed federal guidance, and reporting requirements;

*None.*

- (b) The effect of those barriers/constraints; and

*NA*

- (c) If and how they were mitigated.

*NA*

LEGISLATIVE FEDERAL ECONOMIC STIMULUS PROGRAM OVERSIGHT COMMISSION  
ACT 150, SESSION LAWS OF HAWAII 2009

**DEPARTMENT / AGENCY QUESTIONNAIRE**

**COUNTY OF HAWAII**  
**Department of Research and Development**  
**DE-SC0002799 Energy Efficiency and Conservation Block Grant**

**Instructions:** Please use this MS Word document as a template, entering your answers below the corresponding number/letter. The commission is cognizant of the numerous reporting requirements of ARRA and does not wish to burden your Department or agency with duplicative requests for information where possible. Please us information that you have all ready reported to the Federal Government, as applicable.

If a question is not applicable please indicate N/A. The information requested under question 1 should be answered under each item for each group/category or program/project. However, Questions 2 and 3 need not be answered for each group/category or program/project.

1. For each group/category or program/project for which ARRA funds have been obtained, please provide the following information:
  - (a) A brief summary of the program/project, including goals;

*The Department of Research and Development (R&D) was awarded Recovery Act Energy Efficiency and Conservation Block Grant funding to implement the County of Hawai'i's Energy Efficiency and Conservation Strategy through the following activities and their related goals:*

- *Install at least 400 energy-efficient LED street light fixtures at signalized intersections around the Island. These fixtures will realize 50% energy savings and reduced maintenance expense.*
- *Provide home energy audits and personalized consultation for at minimum 50 low- to moderate-income residents. The expected efficiency gains from audit recommendations range from 25 percent to 40 percent.*
- *Conduct a program of public education through a variety of methods including but not limited to community meetings, public service announcements, printed advertisements; local television programs; and home improvement store displays and demonstrations. This public education program will reach at least 80,000 residents.*
- *Create a County Government Operations Energy Sustainability Management System by (1) developing a detailed greenhouse gas emission inventory according to the ICLEI Local Government Operations Protocol; (2) analyze audits of county facilities completed under a separate contract; and (3) train county employees to maintain and monitor the system. The goal is to develop*

*capacity within county government to monitor energy use and environmental impact of its operations on a regular basis in order to maintain a program of continuous quality improvement.*

- *Develop a comprehensive financing package for county energy efficiency (EE) and renewable energy (RE) capital improvement projects. The financing package will (1) provide the necessary analyses of energy system cost factors and related financial information to support decision-making when considering appropriate financing mechanisms; (2) provide completed and ready-to-submit financial packages; and (3) provide the framework for a reinvestment program through which one-half of all energy savings generated from the deployment of new RE and EE systems will fund additional RE and EE improvements for the remaining and future county facilities.*

- (b) Whether funds were appropriated for expenditure by a federal agency, were awarded as a formula/block grant to a State or county agency, or were awarded on a competitive grant basis;

*EECBG funds were awarded as a formula to R&D.*

- (c) Whether matching funds are required, and, if so:

*Matching funds were not required; however R&D leveraged \$202,540 in staff salary, fringe benefits and other related resources.*

- (i) Are they available; *N/A*
- (ii) Have they been secured; *N/A*
- (iii) If they have not been secured, why not; and *N/A*
- (iv) Will the State be required to continue that match or provide increased/full funding in the future; *N/A*

- (d) If there are additional requirements to receive funds, what are they;  
*N/A*

- (e) The amount of funds involved and the state/federal fiscal year within which the funds must be expended (e.g. SFY 2009-2010 or FFY 2009-2010);

*Total funds involved: \$940,340*

*Total Award amount: \$737,800*

*Project term: FFY 2009-2012*

- (f) What criteria were used to identify the program/project as a priority and how does the program/project meet them;

*The EECBG program was identified as the ideal opportunity to move forward the Hawai'i County Energy Sustainability Plan, recommendations made by the Hawai'i*

*County Energy Advisory Commission, and Hawai'i County's contribution toward the State's Clean Energy Initiative.*

- (g) Efforts undertaken to coordinate application for funds and administration of the program/project, including expenditure of funds, with other federal, state, and county agencies;

*The Department of R&D worked closely with the Department of Public Works Traffic Division to develop the LED streetlight retrofit project. Department funding that was used to complete county facility energy audits was leveraged for one of the EECBG activities that will analyze the results of those audits.*

- (h) The criteria used to select activities for the program/project;

*Proposed project activities were prioritized according to the following criteria: (a) Project alignment with County and State energy goals; (b) readiness for and ease of implementation; (c) county needs (e.g., CIP), and; (d) implementation feasibility within the formula funding level.*

- (i) Efforts made to provide public notice and seek public comment/input or, if public comment/input was not sought, why;

*Public comment/input was not sought primarily because R&D proposed projects that were based on the recommendations of initiatives that were informed through extensive public outreach.*

- (j) Efforts made during the bidding/award process to ensure that it was transparent and that the funds were awarded based on merit and in a prompt, fair, and reasonable manner;

*The Department of R&D is following all applicable County, State, Department of Energy, Office of Management and Budget, and Recovery Act procurement regulations.*

- (k) Measures employed to: (1) reduce duplication of efforts, (2) ensure that funds were used for authorized purposes, and (3) prevent cost overruns, fraud, waste, error, and abuse;

*The projects proposed were designed to complement but not duplicate the work of several County Departments including Department of Public Works, Office of Housing and Community Development and Finance Department. The Department of R&D declined the ten percent administrative allowance so that the entire grant award would be used to implement the projects.*

- (l) Current status of the program/project, including percentage of awarded funds that have been obtained, percentage of awarded funds encumbered and/or expended, and what part(s) of program/project have been completed; and

*The entire \$737,800 is available for use. Professional Services contracts totaling \$237,800 for the residential energy audits, public education/information program, government operations energy sustainability management system, and the financing package for county EE/RE projects have been signed. No funds have yet been expended; however significant amount of county personnel time has been spent in preparing for the planned projects.*

- (m) Actual or anticipated economic impact to the State of the program/project, including the number of jobs saved/created and the long-term public benefits of the program/project.

*The EECBG program, while intended under ARRA to stimulate the economy through the creation of jobs, its primary impact is to create long-term public and environmental benefits through energy cost savings and the advancement of clean renewable energy sources.*

2. For other programs/projects, if ARRA funds, such as competitive grants, were available for a program/project but were not sought or were denied, please briefly describe why the funds were not sought or why they were denied.

3. Please describe:

- (a) Any legal/operational barriers/constraints encountered in the award, receipt, encumbrance, or expenditure of funds including procurement, late/delayed federal guidance, and reporting requirements;

*There have been two operational constraints during the course of this EECBG program thus far:*

- *Federal guidance was still in development during the time that the County's proposal was submitted; and guidance continues to be updated with the most recent correspondence sent on June 23, 2010.*
- *The Department of R&D's Energy Coordinator position was vacant when the grant proposal was written and the position was filled at the same time that the award was granted.*



- (b) The effect of those barriers/constraints; and
- *The delayed and fluid nature of program guidance in turn created a delay in project implementation.*
  - *Staffing changes delayed project implementation.*
- (c) If and how they were mitigated.
- *Department of R&D employees have attended numerous DOE and NACo webinars teleconferences about EECBG and have kept in continuous contact with the funding agency in order to manage the award in the most responsible and efficient ways possible.*