

House District #7

Senate District #3

THE TWENTY-SIXTH LEGISLATURE
HAWAII STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN):

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: WEST HAWAII COMMUNITY HEALTH CENTER, INC Dba:

Street Address: 75-5751 KUAKINI HWY SUITE 203

Mailing Address: KAILUA KONA, HI 96740

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name RICHARD J TAAFFE

Title EXECUTIVE DIRECTOR

Phone # 808-326-3878

Fax # 808-327-1939

e-mail rtaaffe@westhawaiiichc.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
FOR PROFIT CORPORATION
LIMITED LIABILITY COMPANY
SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

PLAN DESIGN AND BUILD A NEW HEALTH CARE FACILITY IN WAIKOLOA TO MAKE MEDICAL AND BEHAVIORAL HEALTH SERVICES ACCESSIBLE TO UNDER SERVED AREA OF THE BIG ISLAND

4. FEDERAL TAX ID #:

5. STATE TAX ID #:

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2014 \$ 3,524,488

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ 3,524,488
FEDERAL \$
COUNTY \$
PRIVATE/OTHER \$

RICHARD J TAAFFE, EXECUTIVE DIRECTOR

1/30/2013
DATE SIGNED

**WEST HAWAII COMMUNITY HEALTH CENTER  
2013 LEGISLATIVE  
REQUEST FOR CAPITAL GRANT REQUEST**

**INTRODUCTION**

The West Hawaii Community Health Center is requesting funds to plan, design and construct a 5,857 sf medical facility to serve the Waikoloa Village area. The Waikoloa area is a medical underserved and a health professional shortage area. This request is for capital funds in the amount of \$3,524,488.

**I. BACKGROUND AND SUMMARY**

**1. Organizational Background**

West Hawaii Community Health Center (WHCHC) is a community-based, non-profit 501(c)3 organization that opened its door in 2005 to provide affordable health care services (medical, dental, behavioral health) to all residents of West Hawaii regardless of their income. Services are offered to the uninsured using a sliding fee scale based on income and no person is denied service because of their inability to pay. The stated mission of the West Hawaii Community Health Center is:

*To make quality, comprehensive, and integrated health services accessible to all who pass through our doors regardless of income. These services will be culturally sensitive and will promote community well-being through the practice of “malama pono.”*

Since opening its door in 2005, West Hawaii Community Health Center (WHCHC) has grown tenfold in the number of patient served and the number of patient visits. See growth chart below.

	2005	2006	2007	2008	2009	2010	2011	2012
Patients	906	2,658	4,249	6,332	7,078	7,669	9,126	11,620
Visits	2,590	5,672	10,324	16,651	23,211	29,825	32,956	41,733

From its humble beginning in a small 3 exam room clinic, we currently operate 3 sites that are fully-staffed and functioning at capacity. Our service area stretches 80 miles along the west side of the Big Island from Kawaihae/Waikoloa in the north to Ocean View/Milolii in the south. Our main health center is in Kailua-Kona, 35 miles south of Waikoloa. Our second health center is located in Kealahou, 12 miles further south of Kailua-Kona. We also operate a dental van that serves the homeless and is situated in Kona. We have no facilities currently operate in the Waikoloa/ South Kohala portion of our service area, however we expect to open a small center by March 2013 in rented space that we will share with the only other primary care physician in Waikoloa. The community of Waikoloa requested that WHCHC expand into their community and the WHCHC strategic plan calls for it, so we are opening a small office until this permanent facility can be constructed on a 5 acre parcel of land set aside by the Waikoloa Village for this purpose. The demand for health services exists in Waikoloa and building a permanent health care facility will help meet this demand for services.

## 2. Project Goals and Objectives

Capital funds are being requested by WHCHC in order to build a medical facility so that health care services (medical and behavioral health) can be extended to the residents of Waikoloa and South Kohala—one of the fastest growing areas in the State..

### Waikoloa Village Health Clinic

**Goal:** To provide access to primary health care (medical and behavioral health) for residents of Waikoloa and South Kohala by planning, designing and constructing a permanent health care facility in their community.

**Objective:**

1. By the end of FY 2014 complete the planning and design development phase for the proposed facility—to include room for 3 physicians, behavioral health specialist, lab, pharmacy, and related space required to operate a outpatient health care facility.
2. By the end of FY 2015 – complete all construction drawings, secure all related permits and approvals required, and complete all preliminary site work..
3. By the end of FY 2016 – complete construction of facility and begin operating.

## 3. Public Purpose and Need to be Served

### Waikoloa Village Health Center --- Documented Need

1. Many factors have converged to create a healthcare crisis in Waikoloa service area. The most evident problem is the rapid growth in the area's population. The explosive population growth in the Waikoloa area is illustrated by the fact that the 2010 population for CT 217.01 (Waikoloa Village) is 9,528 as compared to the 2000 census of 6,015 residents, a 58% increase in ten years. Furthermore, the population of CT 217.01 is expected to continue to increase exponentially over the next decade.
2. Next to growth, the most pressing problem facing the community is the shortage of healthcare providers. The exodus of medical providers from West Hawaii is due to a combination of factors, including low reimbursement rates from private insurers coupled with a high cost of living, frustration among physicians caused by a lack of specialists to refer difficult cases as well as the challenge of recruiting young, debt-laden physicians to replace those who are retiring.
3. One physician currently provides care in Waikoloa to a population of over 9,000 people. He expects to retire within 3 years but is anxious about his patients not having access to care. Due to his concern for his patients and for continuity of their care, he has offered to share his office space with WHCHC.

### Public Purpose Served

Health care is a basic need and access should be a right not a privilege. To maintain a healthy community and work force, it is vital to have access to health care, this is not the case in Waikoloa. Recent surveys in the area show that 48% of respondents (456 people) do not have a regular physician and 65% said that within the past year they could not see a physician within 72 hours for a routine medical condition. Access to health care is further exacerbated for those individuals who don't have health insurance, which was 13.3% for CT 217.01 in 2008. Without access to primary care, the in-patient cost of treating these individuals rises significantly—a cost that gets transferred to the general public through higher premiums and fees and ultimately an increased tax burden. In addition, children without health care typically have poor health

status, poor attendance, and poor academic performance. Establishing a health center in Waikoloa will provide access, improve health status, and enhance the quality of life for people in the community.

#### 4. Target Population

Any one who walks through the doors of a WHCHC clinic will be seen regardless of income; although our target population are the low-income, uninsured and underinsured persons who have difficulty accessing care. The Waikoloa site will follow the same protocol. Many people in the target population have publicly supported health insurance such as Medicaid and Medicare. Our patient profile includes Medicaid (55%), Medicare (10%), commercial insurance (20%) and uninsured/self-pay (15%).

In actual numbers, the target population for the Waikoloa site will be approximately 3,000 (35%) of the area's residents, 34% of whom have incomes below 200% of poverty. The census tract is predominately non-Caucasian—24% Asian, 20% Native Hawaiian and other Pacific Islander, and 10% African-American. The area has also seen a recent influx of Micronesians families predominately from the Marshall Islands.

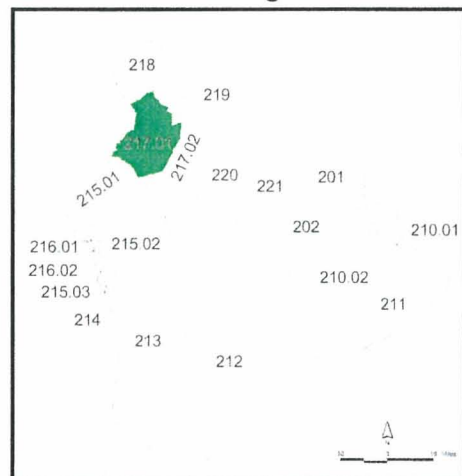
#### 5. Geographic Service Area

The Waikoloa Health Center service area consists of census tract 217.01 (CT 217.01), which has a land area 148.9 square miles and a population density of 40.4 persons per square mile. 2010 population is 9,528.

The entire West Hawaii Community Health Center service area stretches approximately eighty miles along the coast and 6 miles inland and has a population of about 65,000 people. It includes the following census tracts:

- 213.00 South Kona
- 214.00 Kealahou-Captain Cook
- 215.01 Kalaoa
- 215.02 Hualalai
- 215.03 Kaunakakai-Kealahou
- 216.01 Kailua
- 216.02 Kahului-Kaunakakai
- 217.01 Kawaihae-Waikoloa

Map: Island of Hawai'i showing census tracts



All census tracts in the service area have been designated as having a Medically Underserved Population (MUP); while the Waikoloa CT 217.01 is also a Health Professional Shortage Area (HPSA), one of three in the County of Hawaii.

## II. SERVICE SUMMARY AND OUTCOMES

### 1. **Scope of Work**

This request is for \$3,524,488 to plan, design and construct a 5,857 sf health care facility. Once operational, WHCHC anticipates providing primary health care service to 3,000 patients and generating 7,800 patient visits. The majority of individuals served will be low-income, Medicaid and/or uninsured, children and adults who live in CT 217.01 (Waikoloa Village). This center will be self-sufficient and generate patient revenues adequate to cover all operating costs.

### 2. **Project Timeline**

The timeline for planning, designing, and building the WHCHC-Waikoloa Health Center covers 3 years. Please see attachment –Project Budget and Timeline for details. It is briefly summarized below.

- FY 2013-14—Initiate RFP for Architectural and Civil Engineering services, complete program plan and schematic design, initiate design development phase.
- FY 2014-15---Complete design development and construction drawings, complete site preparation work.
- FY 2015-16—Complete vertical construction of the new WHCHC—Waikoloa Health Center
- May 1, 2016—Begin delivering health care services to the residents of Waikoloa Village out of the new facility.

### 3. **Quality Assurance and Evaluation**

West Hawaii Community Health Center has managed 4 construction/remodel projects during its 7 year existence. Total value of these projects exceeds \$1.75 million. In all four cases, the projects were completed on time and within or below budget. WHCHC achieved these goals because of strong planning, excellent oversight, and an experienced Project Manager who monitored all aspects of the project, communicated frequently with all parties including owner's staff, architects, contractor and subcontractors. A critical path timeline and project manager software is used to track progress, weekly meetings with key people, clear effective communication have all been used to keep our projects on time and within budget. We expect nothing less on this Waikoloa project.

West Hawaii Community Health Center also has established performance improvement plan and structure for all aspects of its clinical operations. Compliance is a major focus and is incorporated into our general operations and includes regular audits of our operations. Quality indicators are identified and clinical indicators are tracked regularly through our electronic health records and management software. Policies and procedures are in place for personnel, finance and most clinical areas. WHCHC holds itself to the highest standards.

Indicators that the organization monitors for operational performance include:

- Patient Access—panel size, appointment waiting times, cycle time in the clinic;
- Best Practices—patient care outcomes especially for chronic disease;
- Patient Safety—OSHA regulations as relates to blood borne pathogens, use of medical abbreviations, patient identifiers and infectious disease control;
- Viability—billing, collection, reimbursement, coding compliance;
- Leadership—Overall patient satisfaction, staff satisfaction, employee turn over rate.

**4. Measure(s) of Effectiveness**

- Outcome 1:** Project planning and design completed within specified timeline and within budget.
- Outcome 2:** Vertical construction of the WHCHC—Waikoloa Health Center completed on-time and within budget.
- Outcome 3:** WHCHC—Waikoloa Health Center will be fully operational with 2 medical practitioners and a behavioral health specialist and will provide health care to 3,000 patients annually and deliver 7,800 patients visits.

**III. FINANCIAL**

1. Budget forms are attached. Supporting documentation includes a detailed schedule of costs and timeline as well as a space program plan. These two documents are attached behind the budget sheets.
2. Below is the anticipated quarterly funding request for the 3 years of the project.

FY 2013-14	FY 2014-15	FY 2015-16	Total Request
\$270,118	\$377,040	\$2,877,330	\$3,524,488

Quarter 1 FY 2013-14	Quarter 2 FY 2013-14	Quarter 3 FY 2013-14	Quarter 4 FY 2013-14	Year One Total
\$52,410	\$67,530	\$71,850	\$78,328	\$270,118

3. No other funding is being sought at this time for this project. \$180,000 had been appropriated 3 years ago for the initial planning of this project, however the administration would not release the funds when requested, stating they could not be released because the all project funds had not been secured.
4. WHCHC has not applied for nor received any federal tax credits for this project.

**IV. EXPERIENCE AND CAPABILITY**

**A. Necessary Skills and Experience**

WHCHC has a strong senior management team with excellent management skills and many years of experience in managing programs as well as construction projects. The key people is Project Manager.

- Project Manager has 20+ years of experience in the design and construction of residential and commercial facilities. He is an architect by training, and operated his own design and construction company. He has managed 2 projects for WHCHC over the past 3 years and is currently overseeing the design of a multi-million project that is a joint effort of the WHCHC and La`i`opua 2020.

Backing up and overseeing the Project Manager, WHCHC has a skilled and experienced senior leadership team who have multiple construction projects behind them.

- Executive Director with 40+ years of managing and developing community-based programs, eighteen of those years running community health centers. He has overseen and directed 8 major health care facility construction/ renovataion projects in excess of \$10 million. He has been WHCHC CEO since 2005.

- Finance Director with an MBA in finance and experience in the non-profit as well as private sector for 30+ years. She has had experience with 3 renovation projects prior to WHCHC. She has been with WHCHC for nearly 4 years.

The West Hawaii Community Health Center has been providing medical services continuously since January 2005. During that time it has undergone a federal review, an external management review, and annual independent audits. The last 4 years of financial audit have been clean with no recommended actions. Passing all of these audits has demonstrated that WHCHC has the financial, clinical and administrative systems in place, but most importantly, it demonstrated that patients are receiving quality, accessible, affordable health care.

WHCHC currently employs 105 people, that includes 5 family physicians, 2 pediatricians, OB/GYN, pain specialist (MD), 3 family nurse practitioner, a physician assistant, 4 psychologists, a clinical social worker, 4 dentists, 2 dental hygienist, 7 RNs as well as operations, billing, accounting and eligibility staff.

WHCHC provides a full spectrum of family care to people of all ages—new borns, children, adolescents, adults, and elders. The typical patient accessed care 3.5 times during the year and most patients had incomes less than 200% of the poverty level. A majority of patients are Native Hawaiian, Asian, Filipino, Marshallese, Hispanic, or other Pacific Islanders. These services will be extended to the Waikoloa Center once it is operational.

## **B. Facilities**

West Hawaii Community Health Center (WHCHC) currently has 3 locations at which it provides health care. All are leased spaces. The Waikoloa Health Center will be the fourth. Each location is described below:

- WHCHC--Waikoloa Health Center (**NEW—See attached Space Plan on next page**)  
Constructed 5,857 sf medical facility with 6 exam rooms, plus behavioral health consult, pharmacy, lab, reception. This facility is to be located on a 5 acre parcel of land the Waikoloa Village Association has set aside for a medical facility. The proposed program plan assumes the site is pad ready, with utilities available to the property

Since the need for medical services is so great in the Waikoloa area, WHCHC is opening a temporary office in early 2013. This office will be housed in leased space and co-located in an existing 1500 sq. ft. medical office operated by Dr Stuart Lawrence, located in the Village Market at Waikoloa Village. Although this leased space is on the second floor an elevator is available for handicapped accessibility. The facility meets ADA specifications.

- WHCHC—Kailua-Kona Health Center: This is a 9,000 sq. foot leased multi-office facility located in the center of Kailua Kona. WHCHC offers out-patient medical and behavioral health services at this location. There are 12 exam rooms, 5 behavioral health offices, provider and staff offices, lab and drug rooms. All exam rooms are equipped with electronic medical records. The center also houses WHCHC administrative and financial offices. Clinic space is located on the first floor and is ADA compliant and has been reviewed by ADA. In addition, several exam rooms are equipped with special tables to allow for handicapped

# Waikoloa Clinic - Space Program

Area	Total S.F.
Family Practice	3,558
Central Reception / Lobby	1,193
Facility Functional Support	<u>1,106</u>
<b>Total Square Feet:</b>	<b>5,857</b>

## Family Practice

### Space Program:

Department Abbreviation			# Service Driver (Total Providers)		
Functional Group			DGSF (Program)		
Department Circulation Factor	24%		Program DGSF/Driver		
Walls and Structure	11%		DGSF (Actual)		
<b>PHASE #1</b>					
Function Name	Allocation Rule	Room Size Comments	NSF	QNTY	Program Area
<b>Waiting</b>					
Patient Waiting - General	20 s.f. per Seat	10 seats	20	10	200
Patient Waiting - Quiet		2 seats	20	2	40
Patient Waiting - Children		4 seats	20	4	80
					0
<b>Clinical Practice</b>					
Exam Rooms	100 s.f. per Exam Room, 2 Exam Rooms per Provider	Assume 3 Providers (excluding 1-Specialty & 6-BH)	100	5	500
Specialty Procedures and Extended Monitoring	150 s.f. per Procedure Room	Assume 1 Exam Rooms,	150	1	150
Behavior Health Office with Consultation Zone	150 s.f. per Office, 1 Office per Provider	Assume 1-BH Providers	120	1	120
Nurse Station/ Work Alcoves	30 s.f. per FTE	4-MA	30	4	120
Medical Provider Work Alcoves	36 s.f. per FTE	3-Providers + 1 Float	36	3	108
Care Coordinators Offices	120 s.f. Office	1-Care Coordinators	120	1	120
Charge Nurse	100 s.f. Office per FTE	1 - 9x11 room	100	1	100
					0
Vitals Area (Specialized Scales)		1 - 5 x 5 alcoves	25	1	25
Vitals Area (Standard Scales)		2.5 - 3 x 5 alcoves	15	2.5	38
Student Work Alcoves	30 s.f. per person	1 persons	30	1	30
					0
Lab Specimen Prep & Process		1 - 10 x 12 room	120	1	120
Patient Toilet with Pass-Through		2 - 8 x 7 rooms	56	2	112
Immunization Storage/ Tracking/ Prep		2 - 10 x 6 room	60	2	120
Drug/ Education Material Storage Closet		2 - 2 x 6 rooms	12	2	24
					0
<b>Support Space</b>					
Meeting Room	30 s.f. per person	86people (use Facility Svs)	30	6	180
Work/Copy/Printer		2- 4 x 6 area	24	2	48
Storage (Medical Equipment/ Supplies)		2- 10 x 6 rooms	60	2	120
Storage (Alt Med/ Specialty Closets)		3 - 10 x 6 rooms	60	3	180
Staff Toilets		1.8 - 8 x 7 rooms	56	1.8	101
					0
<b>Department NSF</b>					<b>2,635</b>
Depart Circulation - 24%					<b>632</b>
Walls and Structure - 11%					<b>290</b>
<b>Department GSF</b>					<b>3,558</b>



# Central Reception/ Lobby

## Space Program:

Function Name	Allocation Rule	Room Size Comments	NSF	QNTY	Program Area
<b>Reception</b>					
Reception Area		1 - 250 s.f open area	250	1	250
					0
<b>Clinical Administration</b>					
Patient Services (Family Practice)	36 s.f. per FTE	Assume 2 FTE	36	2	72
Eligibility	120 s.f. per FTE	Assume 1 FTE	120	1	120
Medical Records - Staff	100 s.f per FTE	Assume 1 FTE	100	1	100
Health Records Form Storage		2 x 3 area	6	1	6
					0
					0
<b>Support Space</b>					
Fax/ Copy/ Printer/ Work Area		1- 10 x 10 space	100	1	100
Storage		3 x 5 room	15	1	15
					0
<b>Department NSF</b>					<b>663</b>
Department Circulation - 30%					199
Walls and Structure - 5%					332
<b>Department GSF</b>					<b>1,193</b>

# Facility Functional Support

## Space Program:

Department Abbreviation			# Service Driver (Total Residents) DGSF (Program)		
Functional Group			Program DGSF/Driver		
Department Circulation Factor	10%		DGSF (Actual)		
Walls and Structure	10%				
Function Name	Allocation Rule	Room Size Comments	NSF	QNTY	Program Area
<b>Facility Administration</b>					
General Use Staff Breakroom/ Lounge		1 - 120 s.f. room	120	1	120
<b>Administrative Support</b>					
IT/ Phone/ Security/ Server Closet		1 - 10 x 10 room	100	1	100
Public Toilet (Unisex)		1 - 8x7 Room	56	1	56
Custodial/ Maintenance Workroom		1 - 10 x 10 room	100	1	100
Mechanical Room		1 - 10 x 10 room	100	1	100
Electrical Room		1 - 10 x 10 room	100	1	100
General Storage		1 - 10 x 15 room	150	1	150
<b>Other</b>					
Pharmacy		1 - 14 x 14 Room	196	1	196
			<b>Department NSF</b>		<b>922</b>
			Department Circulation -10%		92
			Walls and Structure -10%		92
			<b>Department GSF</b>		<b>1,106</b>
<b>Total Program Area</b>			<b>5,857 s.f.</b>		

access. Handicapped parking space is just outside the Center's door; doors and hallways accommodate wheel chairs. The bathrooms are ADA accessible and equipped.

- WHCHC—Kealakekua Health Center: This is a 4,500 sq.ft leased facility. It houses medical, dental and behavioral health services. There are 4 dental operatories, 5 exam rooms, plus behavioral health office, medical and dental lab. This facility also meets all standards of care and is ADA compliant.
- WHCHC—Dental Van: This dental van is 15 years old and is permanently located at the Friendly Place, a homeless drop-in center located in Kailua-Kona. It offers adult emergency dental care 2 days a week. In addition, medical and behavioral health services are offered on an outreach basis one half day a week.

## **V. PERSONNEL—PROJECT ORGANIZATION AND STAFFING**

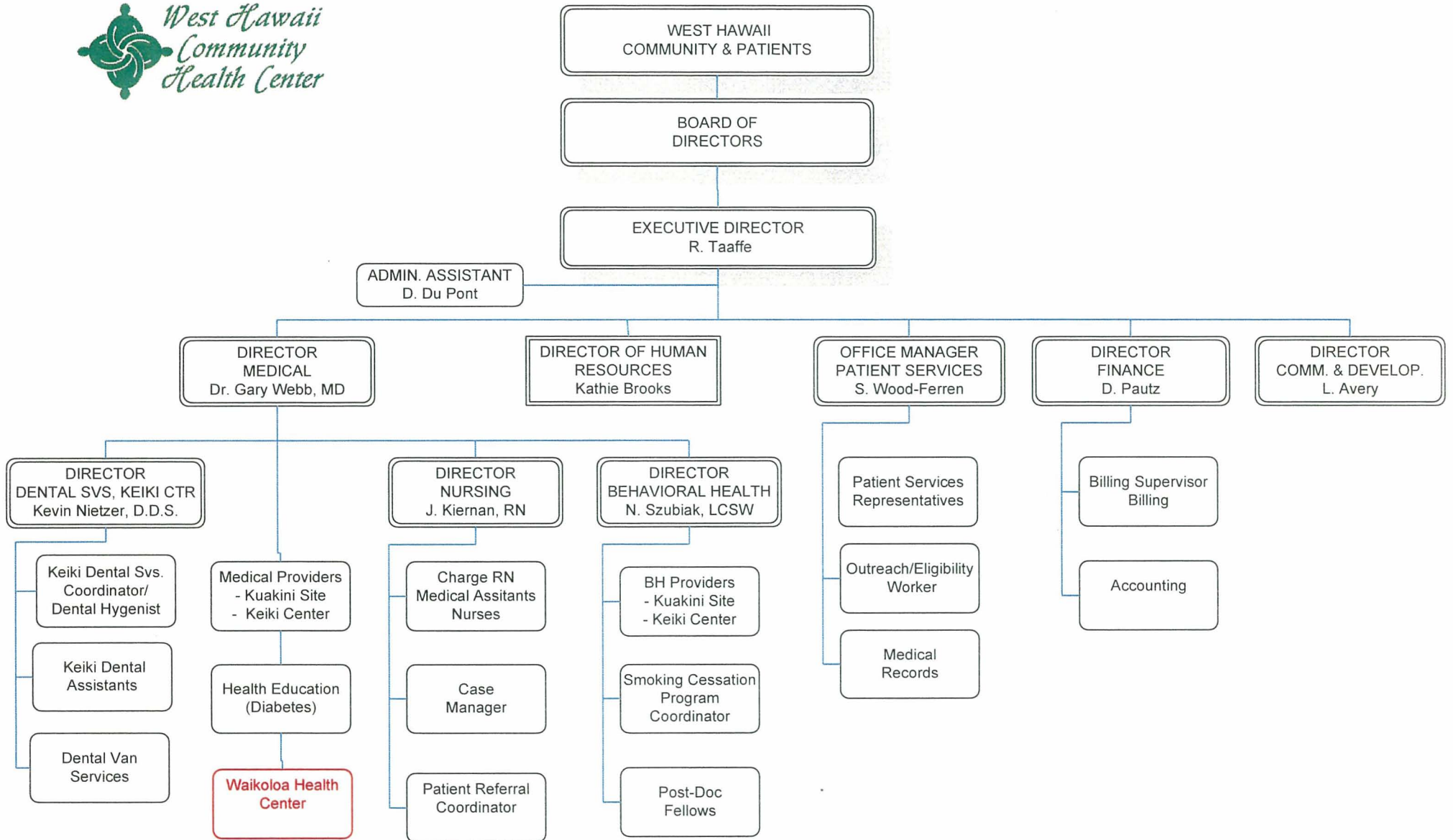
### **A. Proposed Staffing, Staff Qualifications, Supervision and Training**

The Waikoloa Health Center will be staffed initially with a family physician and an APRN (nurse practitioner), nurses and receptionist/ billing specialists . A behavioral health specialist, a RN care coordinator, and an outreach workers will also be assigned to the Waikoloa Health Center. All staff will be fully credentialed and certified.

Supervision of these staff will fall under the established management structure of the organization, with on-site clinical management given to the healthcare provider. WHCHC has regular all staff meetings and weekly manager meetings. Training is made available to all staff and all new staff are oriented to the organization. Clinical staff also receives two weeks of clinical orientation from the Director of Nursing. In addition, WHCHC management staff (IT, HR, finance, clinical quality, nursing) will provide necessary supervision and on-going training to insure all processes and work flows are standardized through the system. This is currently done at our other sites as well.

### **B. Organizational Chart**

The organization is governed by a Board of Directors, a majority who are users of the clinic's services. The Board has delegated responsibility for day-to-day operations to the Executive Director. The Executive Director and the management team oversee all functions of the organization. See the attached organizational chart on the next page.



**VI. OTHER**

**A. Litigation**

There is no pending litigation against the West Hawaii Community Health Center or any of the Center's staff.

**B. Licensure or Accreditation**

West Hawaii Community Health Center has all required licenses needed to conduct a medical practice.

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO  
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant or subsidy.
- 2) The applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants or subsidies used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant or subsidy used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

West Hawaii Community Health Center  
(Typed Name of Individual or Organization)



1/30/2013  
(Date)

Richard J Taaffe  
(Typed Name)

Executive Director  
(Title)

**BUDGET REQUEST BY SOURCE OF FUNDS**  
(Period: July 1, 2013 to June 30, 2014)

Applicant: WEST HAWAII COMMUNITY HEALTH CENTER

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
<b>TOTAL PERSONNEL COST</b>	<b>0</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	0			
2. Insurance	0			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	0			
5. Staff Training	0			
6. Supplies	0			
7. Telecommunication	0			
8. Utilities	0			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>0</b>			
<b>C. EQUIPMENT PURCHASES</b>	<b>\$99,137</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>			
<b>E. CAPITAL</b>	<b>\$3,425,351</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>\$3,524,488</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	\$3,524,488	Richard J. Taaffe	808-326-3878	
(b)			Phone	
(c)				
(d)				
<b>TOTAL BUDGET</b>	<b>\$3,524,488</b>	Signature of Authorized Official <i>Richard J. Taaffe</i>		
		Richard J Taaffe, Executive Director		
		Name and Title (Please type or print)		
			Date	11/30/2013

## BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: WEST HAWAII COMMUNITY HEALTH CENTER

Period: July 1, 2013 to June 30, 2014

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not Applicable				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				0.00
<b>JUSTIFICATION/COMMENTS:</b>				



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: WEST HAWAII COMMUNITY HEALTH    Period: July 1, 2013 to June 30, 2014

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Please See attached Equipment List on next page for details			\$ 99,137.00	\$ 99,137.00
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ 99,137.00	\$ 99,137.00
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

## Family Practice / Central Office - F,F, & E Budget

Type	Description	Unit Price	Quantity	Total Price
Family Practice	Exam table w/pad & ship	1,500	5	7,500
	Provider Stool	88	6	528
	Med diagnostic equip cart	920	2	1,840
	Misc containers, dispenser	200	6	1,200
	Med cabinet w/coaster	600	2	1,200
	Exam lights	300	3	900
	Pulse Ox	132	6	792
	Thermoscan thermometer	169	6	1,014
	Wall units w/ BP, otoscope and ophthalmoscopes	1,048	6	6,288
	Digital baby scale	230	1	230
	Autoclave	1,700	1	1,700
	Speculum illuminator and charger	230	2	460
				-
	Digital scale (height/weight)	700	2	1,400
	Wheelchair - regular	300	1	300
	Wheelchair - XL	345	1	345
				-
	EKG	3,200	1	3,200
	AED Machine	1,670	1	1,670
	CLIA-waived Lab testing equipment	1,160	1	1,160
	Chairs for Exam Rooms	125	6	750
				-
	Audiometer	850	1	850
	ADA Compliant Exam Table for Procedure Room	5,100	1	5,100
	Spirometer	2,000	1	2,000
	Desktop computers	1,500	20	30,000
				-
Misc. Chairs	150	20	3,000	
			-	
Furniture for BH consult room/office	1,500	1	1,500	
			-	
Furniture for Care Coordinator office	1,500	1	1,500	
Furniture for Charge Nurse office	1,500	1	1,500	
Waiting Room Chairs	110	16	1,760	
			-	
Other	Med Records Scanner	1,200	1	1,200
	Safe	250	1	250
	Phone System	18,000	1	18,000
			<b>Total:</b>	<b>\$ 99,137.00</b>

## BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Applicant: WEST HAWAII COMMUNITY HEALTH

Period: July 1, 2013 to June 30, 2014

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2011-2012	FY: 2012-2013	FY:2013-2014	FY:2013-2014	FY:2014-2015	FY:2015-2016
PLANS	0	0	0	0	0	0
LAND	0	0	\$10,000	0	0	0
DESIGN	0	0	\$230,110	0	\$180,110	\$45,640
CONSTRUCTION	0	0	\$10,000	0	\$169,000	\$2,519,418
EQUIPMENT	0	0	0	0	\$0	\$99,137
CONTINGENCY @ 8%			\$20,008	0	\$27,930	\$213,135
<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>\$270,118</b>	<b>0</b>	<b>\$377,040</b>	<b>\$2,877,330</b>
<b>JUSTIFICATION/COMMENTS:</b> See attached Project Budget and Timeline sheet on the next page for detail for these line items.						

WHCHC - Waikoloa Clinic

Project Budget and Timeline

Description	Total:	FY 2013-2014				FY 2014 - 2015				FY 2015-2016			
		3rd Quarter 2013	4th Quarter 2013	1st Quarter 2014	2nd Quarter 2014	3rd Quarter 2014	4th Quarter 2014	1st Quarter 2015	2nd Quarter 2015	3rd Quarter 2015	4th Quarter 2015	1st Quarter 2016	2nd Quarter 2016
<b>Design</b>													
Architectural	248,942	31,118	31,118	31,118	31,118	31,118	31,118	31,118	31,118				
Project Management 5%	136,918	11,410	11,410	11,410	11,410	11,410	11,410	11,410	11,410	11,410	11,410	11,410	11,410
Civil Engineering	60,000		20,000	20,000	20,000								
Legal Fees	10,000								10,000				
<b>Land</b>													
Acquisition	-												
Site Plan Approval (Zoning)	4,000			4,000									
Topo Survey	6,000	6,000											
<b>Construction</b>													
<b>Permits &amp; Fees</b>													
NPDES	8,000				8,000								
Grubbing, Grading, Site Development	2,000				2,000								
Building	7,000								7,000				
<b>Site Work</b>													
Project Management (5% of Vertical Construction)													
Clear and Grub	4,000					4,000							
Excavation	70,000					70,000							
Embankment	50,000						16,667	16,667	16,667				
4-inch Concrete Sidewalk	30,000												30,000
6" Select Borrow	3,000									3,000			
Erosion Control	10,000					2,500	2,500	2,500	2,500				
Water System Connection	5,000						1,667	1,667	1,667				
Sewer Connection	10,000						5,000	5,000					
Electrical Connection	10,000							10,000					
Vertical Construction (5.857 s.f.)	2,489,418									622,355	622,355	622,355	622,355
<b>Equipment</b>													
F.F. & E	99,137												99,137
<b>Sub - Total Project Cost:</b>	<b>\$ 3,263,415</b>	48,528	62,528	66,528	72,528	119,028	68,361	78,361	83,361	633,764	633,764	633,764	762,901
Contingency (8%)	261,073	3,882	5,002	5,322	5,802	9,522	5,469	6,269	6,669	50,701	50,701	50,701	61,032
<b>TOTAL PROJECT COST:</b>	<b>\$ 3,524,488</b>	52,410	67,530	71,850	78,330	128,550	73,830	84,630	90,030	684,466	684,466	684,466	823,934
<b>Fiscal Year Funding Required</b>		FY 2013-2014				FY 2014 - 2015				FY 2015-2016			
		\$ 270,119.08				\$ 377,039.08				\$ 2,877,330.29			



68-1792 MELIA STREET  
P.O. BOX 385910  
WAIKOLOA, HAWAII 96738  
[www.waikoloa.org](http://www.waikoloa.org)

January 30, 2013

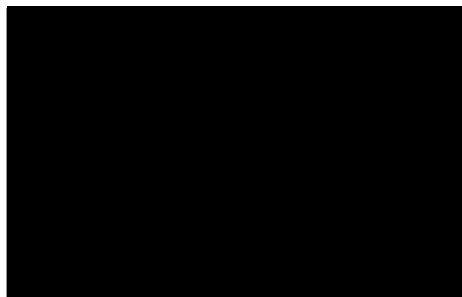
Mr. Richard Taaffee,  
Executive Director  
West Hawaii Community Health Center  
75-5751 Kuakini Highway  
Kailua-Kona, HI 96740

Dear Mr. Taaffee:

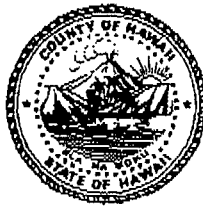
On behalf of the Board of Directors for the Waikoloa Village Association and the owners and residents of the Waikoloa Village Community that comprises over 3,500 homes and condominiums, I am writing to you in support of your request to the 2013 State Legislature for \$3,500,000 to construct a medical facility within the Waikoloa community.

As a growing community that is projected to substantially grow during the next decade and one that also supports the resort developments (hotels and condominiums) on the South Kohala Coast, it is critical that a permanent and quality medical facility is provided within the area.

As you are aware, the community is committed assisting to the achievement of this endeavor by agreeing to donate the land for the building of such a facility and look forward to the having the West Hawaii Community Health Center serving the Waikoloa and South Kohala community's.



*Margaret Wille*  
Council Member  
District 9 - North and South Kohala



Phone No. Hilo: (808) 961-8027  
Phone No. Waimea: (808) 887-2043  
Fax No.: (808) 887-2072  
E-Mail: [mwille@co.hawaii.hi.us](mailto:mwille@co.hawaii.hi.us)

## HAWAI'I COUNTY COUNCIL

*County of Hawai'i*

*Hawai'i County Building*  
25 Aupuni Street  
Hilo, Hawai'i 96720

*Holomua Center*  
64-1067 Mamalahoa Highway, Suite C-5  
Waimea, Hawai'i 96743

*West Hawai'i Civic Center Bldg. A*  
74-5044 Ane Keohokalole Hwy.  
Kailua-Kona, Hawai'i 96740

Date: January 30, 2013

Richard Taaffe, Executive Director  
West Hawaii Community Health Center  
75-5751 Kuakini Highway  
Kailua-Kona, HI 96740

Dear Mr. Taaffe:

I strongly support your request to the 2013 State Legislature for \$3,500,000 to construct a Waikoloa Village medical facility.

I am the newly elected County Council Member for District 9 in which Waikoloa is located and I am very aware of the need for a medical facility there. During my recent campaign, Waikoloa residents repeatedly expressed to me the need for a permanent health care facility in their community. I also understand that a site has been identified and the land will likely be donated for the facility.

With the current Waikoloa population of 8000 plus and the projected rapid growth in the area, the need for this medical facility will be increasing dramatically. We must act now to begin to fulfill this critical service.

I am confident that the West Hawaii Community Health Center will be a tremendous asset to the Waikoloa community and I strongly support your efforts toward making it a reality.

Sincerely,

  
Margaret Wille  
Council Member District 9  
North & South Kohala

MW/dh

PETER S. HOFFMANN  
68-1783 LUA KULA PLACE  
WAIKOLOA, HI 96738

30 January 2013

Richard Taaffe, Executive Director  
West Hawaii Community Health Center  
75-5751 Kuakini Highway  
Kailua-Kona, HI 96740

Dear Mr. Taaffe:

I am writing in strong support of your request to the 2013 State Legislature for \$3,500,000 to construct a medical facility in the Waikoloa community.

As the County Councilman for the past eight years for the Kohala District in which Waikoloa is located, and as a 16 year resident of this community, I am very aware of the need for quality medical care on a daily basis. Local residents have consistently expressed overwhelming endorsement for a permanent health care facility in this community of 8,000 people and have donated land for this purpose. Adequate medical services simply do not exist today to meet the current requirements of this area.

Further, all recognize that Waikoloa will continue to expand substantially in the next ten years and the need for critical medical services must keep pace with this population growth. We must plan today for the future and this project is essential to insure successful planning for this community.

We look forward to the West Hawaii Community Health Center serving the Waikoloa community.

