

HIC AHC Status Report Summary

Purpose

This is the final report covering all accomplishments for the period from June 2013 to June 2014. The report is part of the deliverable of the Statement of Work named Support Services, created between Access Hawaii Committee (AHC) and Hawaii Information Consortium, LLC (HIC).

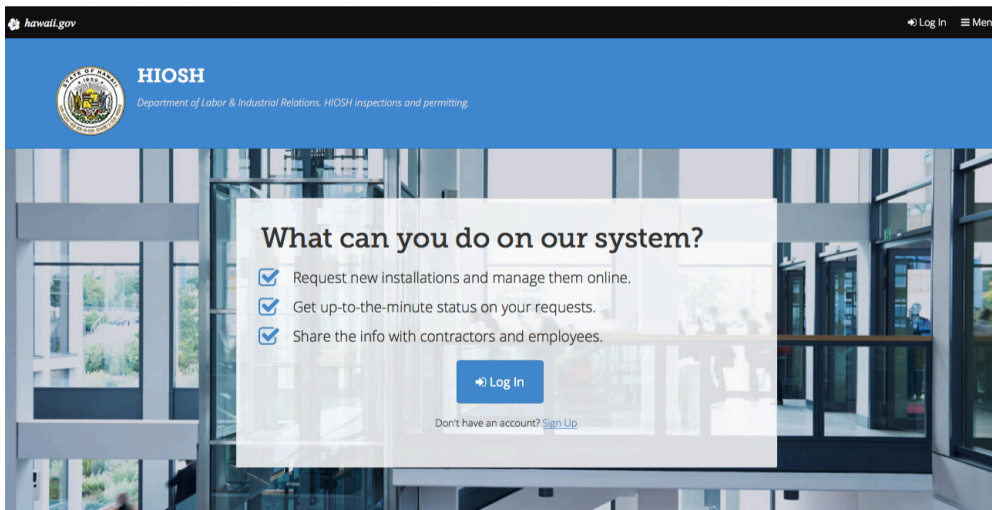
Background

In June 2013, the Access Hawaii Committee suspended the \$8,000 / month fee paid by the portal. This fee funds the AHC Special Fund, which in turn pays for the Portal Program Manager position and related expenses. HIC requested and the AHC agreed to suspend the HIC payments while there is more than 200% of the funding ceiling available. HIC has agreed to work on other projects that will benefit our partners during this period. If the fee had not been suspended, the portal would not have been able to support the projects detailed in the Summary of Accomplishments section. The monthly fee payment was resumed in July 2014. The total amount of the suspended fee was \$104,000.

Summary of Accomplishments

During the period, HIC provided total of 95.5 hours of clerical support to facilitate the AHC meetings, and **accelerated the projects by almost 2 years with 1,146.45 hours** of work completed. The total value of the work completed is **\$121,195**. Here are the highlights from the projects:

- Elevator Inspections** (Launched on 8/6/13, hiosh.ehawaii.gov) - The project was intended to improve the administrative efficiency of the inspection and permitting process within Department of Labor and Industrial Relations, Occupational Safety and Health (HIOSH). The completed system replaces the papers based process and addresses the delay in issuing new operating permits from overdue inspections on 75% of the elevator and 50% of the boilers across the State. During the period, HIC provided additional 180 hours of resources, over coming the HIOSH SME's on-and-off temporary status working schedule, launched the first phase of the project in August of 2013.



- CBED Forms** (Launched on 12/18/14, ezforms.ehawaii.gov/cbed-forms/public/welcome.html) - This project enables the public to complete the Department of Business, Economic Development and Tourism, Community Based Economic Development (CBED) application forms online with payment, and includes an administration module to meet management and reporting needs of staff. With the additional funding, HIC was able to research and review third party form tools prior to making a better educated decision on developing a customized solution to better meet the Agency needs, 20 hours well spent.

EZ Home About EZ Program Enterprise Zone Forms CBED Forms Help Chat Contacts Log In

Enterprise Zones Program

Department of Business, Economic Development & Tourism

Welcome to the Enterprise Zones Program forms.

[Login into your account](#)

Forms

Use the online forms to complete and electronically submit applications, reports and claims.

- [Enrollment Application For Businesses](#)
- [End-of-Year Report Form](#)
- [3-Year Extension Application Form](#)
- [Force Majeure Event Claim Application](#)

To submit paper forms, download and print: [Enrollment Application For Businesses](#); [End-of-Year Report Form](#); [3-Year Extension Application Form](#); [Force Majeure Event Claim Application](#). Mail your completed form to Department of Business, Economic Development & Tourism, No. 1 Capitol District Building, 250 South Hotel Street, 5th Floor, Honolulu, HI 96813, or fax your completed form to (808) 586-2589. NOTE: If submitting forms by mail or fax instead of online, please allow an extra 2-4 weeks processing time.

QUESTIONS? Call the State Enterprise Zone Coordinator at (808) 587-2757, or your County Enterprise Zone Coordinator. For a list of contact phone numbers, visit <http://invest.hawaii.gov/business/ez#contact>

Some of the information submitted via EZ Program forms may be subject to public inspection under Hawaii's Uniform Information Practices Act, Chapter 92F, Hawaii Revised Statutes, which governs public access to government records. For more information on what may be disclosed and what may be considered confidential please see the EZ Program confidentiality guidelines at <http://invest.hawaii.gov/business/ez/disclosure>.

- Commercial Vessel Landing Permits** (Launched on 3/3/14, dofaw.ehawaii.gov/permitting/) - Department of Land and Natural Resources (DLNR), Division of Forestry and Wildlife (DOFAW) asked HIC to design and develop an online permitting solution to replace the manual permitting processes for commercial vessel activities and kayak landings in DLNR's regulated, wildlife sanctuaries. Due to business rule and requirement changes in the middle of the project, HIC was able to utilize the additional funding to complete the redesign without further delaying the project by one and half month.

COMMVESH PERMITS

ALOHA! E KOMO MAI AND WELCOME TO COMMERCIAL VESSEL LANDING PERMITS

The purpose of this online service is to provide an expedient way for vendors to register and purchase landing permits to regulated Department of Land and Natural Resources sanctuaries.

Landing Permits may ONLY be purchased online or in person at District Offices the day of or the day before the requested landing. These permits are required, by law, to land any business oriented vessel at the regulated sanctuaries.

Please familiarize yourself with the [Division of Forestry and Wildlife's](#) policies prior to purchasing your permits.

Important: Please note that you must have a [free eHawaii.gov User Account](#) to access the system and purchase your landing permits.

[Log In](#) [Register](#)

Privacy / Terms of Use / Feedback

COMMERCIAL VESSEL PERMITS

Copyright © 2015, Hawaii Information Consortium, LLC. Powered by: HIC

- PVL List Builder** (Launched on 2/28/14, pvl.ehawaii.gov/pvllistbuilder/) - The public list builder service for the Department of Commerce and Consumer Affairs (DCCA), Professional and Vocational Licensing Division (PVL) was scheduled to be redesigned in Q3 2014. With the additional funding, HIC was able to complete the redesign and launched the new experience in February 2014.

The screenshot shows the PVL List Builder interface. At the top, there is a navigation bar with 'hawaii.gov', 'PVL List Builder', 'Result Documentation', and 'Help Chat ONLINE'. The main header reads 'Department of Commerce & Consumer Affairs Professional and Vocational Licensing (PVL)'. Below this is a 'PVL List Builder' section with a description: 'This service allows you to build and download a customized list of licensees under the jurisdiction of the Professional and Vocational Licensing Division, Department of Commerce and Consumer Affairs. By law, only public information may be disclosed with your results. The information provided in your results will include license number, name, status, and initial date licensed. No address information is provided with the exception of business address information for entity licenses only.' A table of costs is provided, followed by a 'Start' button and a disclaimer.

User Type	Results	Cost
Regular User	0-100 Records	\$5.00
Regular User	101+ Records	\$.05/record
Subscriber User	0-125 Records	\$5.00
Subscriber User	126+ Records	\$.04/record

- BREG Entity List Builder** (Launched on 6/3/2014, hbe.ehawaii.gov/listbuilder/) - The additional funds enabled HIC to: 1) expedite the overhaul of the DCCA Business Registration Division (BREG) Entity List Builder by one month by leveraging the same design and user experience as the PVL List Builder; 2) provide a consistent look and feel, and user experience for both PVL List Builder and Entity List Builder services; 3) no longer requires users to be a registered subscriber. The new BREG Entity List Builder service was launched on June 3, 2014.

The screenshot shows the BREG Entity List Builder interface. At the top, there is a navigation bar with 'hawaii.gov', 'List Builder', 'Instructions', and 'Help Chat ONLINE'. The main header reads 'Department of Commerce & Consumer Affairs Business Registration Division'. Below this is an 'Entity List Builder' section with a description: 'Build a customized list of businesses registered in the State of Hawaii. You can refine your list by entity type, zip code, date, and status. Lists include all addresses, officers, trade names, trademarks, and service marks associated with the businesses found in your search.' A table of costs is provided, followed by a 'Start' button and a disclaimer.

Cost	
One-time search	\$0.05 per records found
All records (weekly)	\$1,000 flat rate per month

- **Hunting Application System** (Launched on 5/28/14, hunthawaii.ehawaii.gov/camping/welcome.html) - HIC was able to utilize the additional funding to enable the online lottery registration in time for the June Kauai Goat Rifle Hunt and July Kauai Axis Deer Rifle Hunt. It helped the DOFAW staff greatly by eliminating the data entry needed from the manual paper registration process, reducing the lottery preparation time from five weeks to two weeks.

HUNT APPLICATION SYSTEM
DIVISION OF FORESTRY & WILDLIFE
DEPARTMENT OF LAND & NATURAL RESOURCES

Home Live Help Chat Search FAQ LOGIN

Hawaii Hunt Application System

Welcome and aloha! This service allows individuals to submit online applications to be entered into a lottery for game mammal hunting on the island of Lanai.


PLEASE FOLLOW THESE STEP-BY-STEP INSTRUCTIONS ON HOW TO SUBMIT YOUR APPLICATION ONLINE:
<http://m.hi.gov/huntappguide>.

Hard-copy registration packets are also available at Division of Forestry & Wildlife offices across the state.

The online application will be open from 12:00 AM HST on October 19, 2015 through 4:00 PM HST on November 20, 2015.

An eHawaii.gov account is required to submit your application online. If you do not already have an account, click "Login", then "Create Free Account" to create a new account.

The system can be used to apply for the following:



2016 LANAI AXIS DEER HUNTING SEASON

[Continue](#)

General Tasks Summary

HIC provided clerical support to facilitate AHC meetings from December 16, 2013 to June 30, 2014.

Period	Hours
Dec 2013 to Jan 2014	13
Feb 2014	21
Mar 2014	25
Apr to May 2014	36.5
TOTAL	95.5

Projects Summary

Metrics	eDeposit	CBED Forms	Elevator Inspections	Comm. Vessel Landing Permits	PVL ListBuilder	BREG Entity List Builder	Hunting	TOTAL
How did the use of the suspended fee accelerate the progress or completion date?	3 months	N/A	1 month	1.5 months	5 month	1 month	1 year	1 year and 11.5 month
Was work performed a result of an increase in scope of work?	Yes	No	No	Yes	No	No	Yes	-
Is this a new project initiated with the new funding?	No	No	No	No	Yes	No	No	-
The work resulted in the project being ahead of projected completion date by	10%	N/A	7%	6%	N/A	1 month	1 year	1 year and 1 month
Resources Expended	215.1hrs/\$21,510	20hrs/\$2,000	180hrs/\$18,000	280hrs/\$28,000	216.85hrs/\$21,685	151 hrs/\$15,100	149 hrs/\$14,900	1,116.45 hrs/\$111,645

Previous Approved Reports:

Report I: June 2013 - January 2014

Background

This report was requested of HIC in the December 2013 Access Hawaii Committee (AHC) meeting. In June 2013, the Access Hawaii Committee suspended the \$8,000 / month fee paid by the portal. This fee funds the AHC Special Fund, which in turn pays for the Portal Program Manager position and related expenses. The portal has been paying the \$8000 / month fee for nearly three years, but very little of those funds has been used since the Portal Program Manager position is vacant. The current funding ceiling is \$90,018 per year, and the fund now contains approximately \$216,000. The AHC agreed to suspend the HIC payments while there is more than 200% of the funding ceiling available. HIC has agreed to work on other projects that will benefit our partners during this period. If the fee had not been suspended, the portal would not have been able to support the projects detailed in the Accomplishments section.

Purpose

The purpose of this report is to provide an accounting of the use of \$56,000.00 by HIC from June 6, 2013 to January 31, 2014, as these funds were not deposited into the AHC Special Fund account.

Accomplishments

General Tasks

Beginning December 16, 2013, HIC has provided clerical support to facilitate AHC meetings. As of January 31, 2014, HIC provided support during the December 16, 2013 and January 8, 2014 meetings.

Tasks Performed	Hours
Creating and distributing the agenda and other communications to AHC members, designee, and the public	1.0
Capturing minutes of meetings, working with Sharon on the drafts of the minutes, and finalizing approved minutes	11.0
Preparing, filing and distributing notices of meetings in accordance with section 92-7, Hawaii Revised Statutes	1.0
TOTAL Hours	13.0

Projects

DAGS/OIMT eDeposit (Free)

Background: HIC currently has over 50 applications that accept payments and require disbursement to state and county partners. In calendar year 2013, the portal processed over \$1.3 billion in payments. All county and three state partners accept electronic disbursements, but the vast majority of our partners require a paper check to be issued to the cashiers at each division. This results in slower processing of funds, large amounts of paper being generated and overall inefficiencies.

Description: HIC agreed to work with DAGS and Budget and Finance to create a centralized system to augment and eventually replace the paper-based funds routing system that is currently used. The system, called eDeposit, will include a published web service and file interfaces that will allow non-portal hosted divisions to leverage the system as well. eDeposit will facilitate electronic entry, and tracking and workflow for incoming funds from cashing to reconciliation. Once deployed, eDeposit can potentially save the state over \$3 million per year in paper, printing, and labor costs.

This project was originally scoped to be a small pilot application with HIC's partner divisions only; however, the scope of the project grew significantly and now has a team of more than 8 subject matter experts. HIC continues to develop and manage this project in spite of its added complexity and resources.

Result: OIMT Project Manager left the project in March 2013. The project was on hold until HIC was able to provide full project manager support with the additional funding starting in June 2013. Phase I of the project was completed on December 24, 2013. Phase II of the project is pending further discussion.

Added Value	Hours
Held weekly project meetings and performed PM tasks in OIMT Project Manager's absence since June 2013	40.0
New features added to improve previous accepted design: <ul style="list-style-type: none"> ▪ Organization Code Creation to ease the process to add new departments, originally designed for Phase II ▪ Two new roles for DAGS to separate duties to transmit deposit information ▪ Revamped inputs and functionalities per the team in an iterative fashion 	167.0
TOTAL Hours:	207.0

DBEDT CBED Forms (T&M with Set Amount)

Background: Community Based Economic Development (CBED) is a program that offers loans, grants and technical assistance to eligible non-profit, geographic, cultural, or economic-based community groups.

Description: This project will enable the public to complete the CBED application forms online with payment, and includes an administration module to meet management and reporting needs of staff.

Result: With the additional funding, HIC was able to complete a review of a couple of potential form tools to be used for this project, based on the requirements and project schedule. The decision was to develop a complete custom system that accepts applications with payments, instead of only a form acceptance module. The system is in the final testing and review phase prior to launch. New features are already being considered for Phase II of this project.

Added Value	Hours
Provided research and recommendations for the best approach	20.0
TOTAL Hours:	20.0

DLIR - HIOSH - Elevator Inspections (Self-Funded)

Background: The elevator inspection process is paper based and HIOSH is not able to complete the necessary inspections and certifications in a timely manner. Approximately 75% of the elevators in the state and 50% of the boilers are operating without a current operating permit because their inspections are overdue and their permits are delayed. There is a backlog in performing critical load tests on elevators, internal inspections of elevators, and inspections of amusement rides. This results in a number of significant public safety concerns.

Description: The proposed system is intended to improve the administrative efficiency of the inspection and permitting process within HIOSH. Another objective is to provide transparency for the users so they will be more informed of the needs. The system would also allow the inspectors to complete the submission of findings online via a mobile device.

Result: The HIOSH SME announced retirement before completion of the first phase of the project. As a result, the project schedule was delayed one month because of her on-and-off temporary hire status. With the additional funding, HIC started to work with inspectors and formed working groups. The process took longer than it would have been working with a single SME, but HIC was able to launch the first phase of the project almost on schedule with only one week of delay. The first phase of this application was deployed in August 2013.

Added Value	Hours
Additional hours required to re-engage the inspector working group and development of added requirements	120.0
Redesigned system architecture and completed design documentation for Phase II	57.0
Working with HIOSH in submission of BTR forms for Phase II funding through OIMT	3.0
Total Hours	180.0

DLNR - DOFAW - Commercial Vessel Landing Permits (Self-Funded)

Background: The Department of Land and Natural Resources (DLNR), Division of Forestry and Wildlife (DOFAW) is the gatekeeper for several online permitting applications for commercial activities on State-owned, unencumbered lands. Any commercial activity that is to take place on these lands requires a permit granted by DOFAW or another division within DLNR.

In the past, all permitting has been done through manual, paper-based processes. As part of the DLNR's e-permitting initiatives, the forestry division is automating and streamlining more and more of their permitting processes by making them available online. HIC was involved in one such transition, online permitting for entrance to Hawaii's historic trails through the Na Ala Hele Trail and Access program. HIC developed the online Na Ala Hele Trail Access System, which regulates commercial activity by allowing purchase of trail and access permits to approved tour operators.

HIC also supported the DLNR Land Division in the creation of Wiki Permits. Wiki Permits allows approved vendors to reserve and purchase permits for commercial beach wedding activities on unencumbered State lands.

Project: DLNR DOFAW asked HIC to design and develop an online permitting solution to replace the manual permitting processes for commercial vessel activities and kayak landings in DLNR's regulated, wildlife sanctuaries. The Commercial Vessel Landing Permits application was designed to be such an engine to allow for approved vendors to obtain landing permits at DOFAW sanctioned locations, as well as manage location inventory online.

Result: The project was initially scoped with 200 hours of development time and an initial target launch date of June 2013 with the set fee agreement. Due to business rule changes, HIC had to redesign the application work flow to include a vendor module and admin approval process without changing the transaction fee model. HIC could not have done this redesign without the additional funding. This service was launched on March 3, 2014.

Added Value	Hours
Provided support for the additional development and completion of the new work flow	280.0
Total Hours	280.0

Summary

HIC was able to continue work on the four projects identified above as a direct result of AHC action and the suspension of the AHC Fee from June 2013 - January 2014. The total resources expended is 700 hours, or \$70,000, with number of months accelerated totaling 5.5 months.

Metrics	eDeposit	CBED Forms	Elevator Inspections	Comm. Vessel Landing Permits
How did the use of the \$56,000 accelerate the progress or completion date?	3 months	N/A	1 month	1.5 months
Was work performed a result of an increase in scope of work?	Yes	No	No	Yes
Is this a new project initiated with the new funding?	No	No	No	No
The work resulted in the project being ahead of projected completion date by	10%	N/A	7%	6%
Resources Expended	207hrs/\$20,700	20hrs/\$2,000	180hrs/\$18,000	280hrs/\$28,000

Respectfully Submitted,

Russell Castagnaro

Report II: February 2014

Purpose

The purpose of this report is to provide an accounting of the use of \$8,000.00 by HIC from February 1, 2014 to February 28, 2014 and a list of projects currently being considered for March, as the funds were not deposited into the AHC Special Fund account.

Accomplishments

Tasks

The following hours were recorded in February 2014 in preparation of March 7, 2014 AHC meeting.

Task Performed	Hours
Creating and distributing the agenda and other communications to AHC members, designee, and the public	0.5
Take minutes of meetings, working with Sharon on the drafts of the minutes, and finalize approved minutes	20.0
Prepare, file and distribute notices of meetings in accordance with section 92-7, Hawaii Revised Statutes	0.5
TOTAL Hours	21.0

Projects

DCCA PVL List Builder (Self-Funded)

Background: The DCCA Professional and Vocational Licensing (PVL) Division offers the public the ability to create customized lists of professional and vocational licensees' public information based on the selection criteria. This service was initially launched in the early 2000's. The general look and feel of the service was updated in 2008. HIC performs regular updates to support new license types. The application is written in PERL.

Description: With the launch of the new statewide template and the new DCCA departmental website, HIC was scheduled to update the PVL List Builder application's look and feel again in Q3 2014 to match the department website.

Result: With the additional funding, HIC is able to get the permission from the PVL division to not only update the existing application's look and feel, but also overhaul the application and re-write it in Java. This application will also integrate with the MyHawaii service utilizing the portal single sign-on service, as well as responsive design to be mobile friendly. The project was started in February 2014 with an estimate completion date in March 2014.

Old vs New

The screenshot shows the Hawaii.gov website header with the Department of Commerce & Consumer Affairs (DCCA) logo. The main content area is titled "Professional and Vocational Licensing List Builder" and includes a "Welcome to the PVL List Builder" message. A list of seven criteria for filtering licensees is provided, followed by a disclaimer about public information and a cost breakdown. A "Continue" button is visible at the bottom of the page.

Mailing Address:
P.O. Box 3469
Honolulu, HI 96801

Street Address:
335 Merchant St
3rd Floor Room 301
Honolulu, HI 96813

Navigation Links:
PVL Home
Instructions/Demo
Subscription Information
Record Layout Docs (PDF)
Home - DCCA

Live Chat Technical Support

Technical Help Desk:
808-695-4620

General Licensing Info:
808-586-3000

Hours of Operation (HST):
7:45 a.m. - 4:30 p.m.

Professional and Vocational Licensing List Builder

Welcome to the PVL List Builder

The PVL license list builder allows you to build and download a customized list of licensees under the jurisdiction of the Professional and Vocational Licensing Division, Department of Commerce and Consumer Affairs. Information provided will include:

1. License number
2. Name of licensee
3. License status (current or forfeited and where applicable, active or inactive)
4. Date initially licensed
5. Business addresses (see Disclaimer on next page for further clarification)
6. Employment (for license areas that require reporting of employment or association)
7. License class (contractor licenses only)

By law, only public information may be disclosed. Using select criteria, such as zip code, island, or license status, you can create a filtered list of licensees. For example, you could create a list of all contractors on Kauai.

The cost will depend on the number of records in your list. There is a minimum charge of \$5.00. The charge for additional records is \$.05 per record. If your list includes 1,000 records, you would be charged \$.05 x 1000 = \$50. If you are an eHawaiiGov subscriber account, you will be charged a discounted rate of \$.04 per record. For further information about becoming an eHawaiiGov subscriber, please click [here](#).

Your list will be available for download within 24 hours. Information on downloading will be emailed to you. The list you will receive will be in comma delimited text files (.txt files). These files can be easily loaded into most database or spreadsheet formats (e.g. Access, Excel, Oracle).

- [Instructions/Demo](#)
- [Subscription Information](#)
- [Record Layout Documentation](#) (PDF Format)

[Continue](#)



Department of Commerce & Consumer Affairs Professional and Vocational Licensing (PVL)



PVL List Builder

This service allows you to build and download a customized list of licensees under the jurisdiction of the professional and Vocational Licensing Division, Department of Commerce and Consumer Affairs.

By law, only public information may be disclosed with your results. The information provided in your results will include license number, name, status, and initial date licensed.

No address information is provided with the exception of business address information for entity licenses only.

See the following costs table and [read more](#) about the PVL List Builder service.

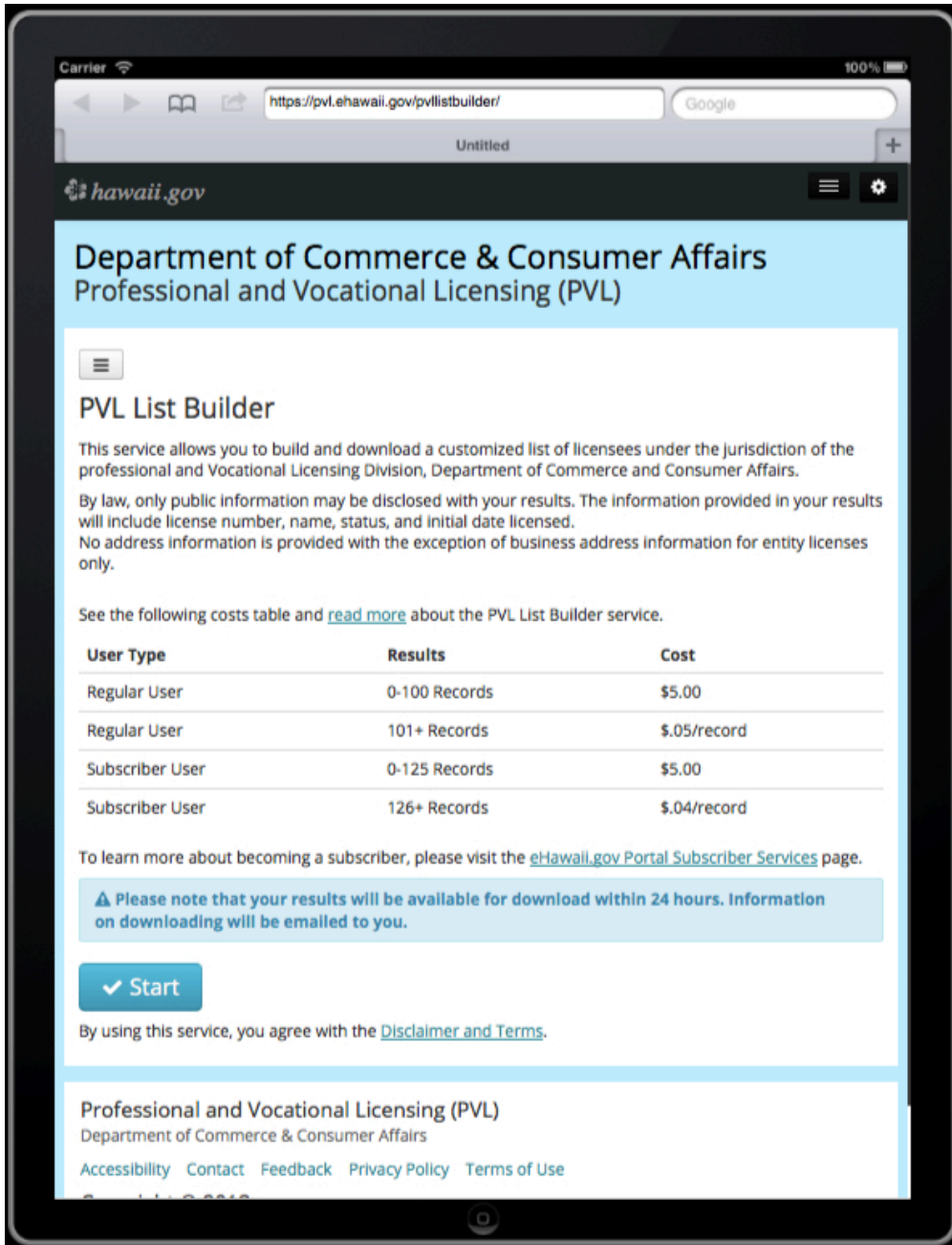
User Type	Results	Cost
Regular User	0-100 Records	\$5.00
Regular User	101+ Records	\$.05/record
Subscriber User	0-125 Records	\$5.00
Subscriber User	126+ Records	\$.04/record

To learn more about becoming a subscriber, please visit the [eHawaii.gov Portal Subscriber Services](#) page.

⚠ Please note that your results will be available for download within 24 hours. Information on downloading will be emailed to you.

Start

By using this service, you agree with the [Disclaimer and Terms](#).



Added Value	Hours
Overhaul the old design with mobile responsive design and improved user experience	60.0
Rewrite the application in Java for modernization	132.0
TOTAL Hours:	192.0

****Tentatively, HIC is evaluating the following projects for the remaining period.**

- BREG Entity List Builder Rewrite
- Na Ala Hele Trail System Migration
- Online Hunting Licensing Suite

Summary

HIC was able to initiate the PVL List Builder re-write project 5 months prior to the original schedule. The total resources expended is 213 hours, or \$21,300, including both the AHC tasks and project hours.

Metrics	PVL ListBuilder
How did the use of the resources accelerate the progress or completion date?	5 month
Was work performed a result of a increase in scope of work?	No
Is this a new project initiated with the new funding?	Yes
The work resulted in the project being ahead of projected completion date by	N/A
Resources Expended	192hrs/\$19,200

Respectfully Submitted,

Jing Xu

Report III: March 2014

Purpose

This report provides an accounting of HIC use of \$8,000.00 during the period of March 1-31, 2014, as the funds were not deposited into the AHC Special Fund account.

Accomplishments

Tasks

The following hours were recorded in March 2014 before and after the March 7, 2014 AHC meeting.

Task Performed	Hours
Create and distribute the agenda and other communications to AHC members, designee, and the public	1.0
Take minutes of meetings, work with Sharon on the drafts of the minutes, and finalize approved minutes	23.5
Prepare, file and distribute notices of meetings in accordance with Section 92-7, Hawaii Revised Statutes	0.5
TOTAL Hours	25.0

Projects

DCCA PVL List Builder (Self-Funded) - pvl.ehawaii.gov/pvlsearch

Background: The DCCA Professional and Vocational Licensing (PVL) Division offers the public the ability to create customized lists of public PVL information based on the selection criteria. This service was launched in the early 2000's and the application was written in PERL. HIC updated the general look and feel in 2008 and has performed regular updates to support new license types.

Project Description: PVL List Builder's look and feel was scheduled to be updated in Q3 2014 to match the new statewide template and new DCCA departmental website.

Project Results: The additional funds enabled HIC to: 1) update the PVL List Builder's look and feel - five months ahead of schedule; 2) re-write the application code in Java; 3) integrate the application with the MyHawaii service; 4) leverage the portal single sign-on service; 5) incorporate responsive design to be mobile friendly. The project was started in February 2014 and completed in March 2014.

Added Value	Hours
Overhaul the old design with mobile responsive design and improved user experience	60.0
Rewrite the application in Java for modernization	151.0
TOTAL Hours:	211.0
March 2014 Hours (included above)	19.0

Transformation

Old

Hawaii.gov Official site for the State of Hawaii. Department of Commerce & Consumer Affairs (DCCA)

MAILING ADDRESS:
P.O. Box 3469
Honolulu, HI 96801

STREET ADDRESS:
335 Merchant St.
3rd Floor Room 301
Honolulu, HI 96813

Live Chat online
Technical Support

Technical Help Desk:
808-695-4620

General Licensing Info:
808-586-3000

Hours of Operation (HST):
7:45 a.m. - 4:30 p.m.

Professional and Vocational Licensing List Builder

Welcome to the PVL List Builder

The PVL license list builder allows you to build and download a customized list of licensees under the jurisdiction of the Professional and Vocational Licensing Division, Department of Commerce and Consumer Affairs. Information provided will include:

1. License number
2. Name of licensee
3. License status (current or forfeited and where applicable, active or inactive)
4. Date initially licensed
5. Business addresses (see Disclaimer on next page for further clarification)
6. Employment (for license areas that require reporting of employment or association)
7. License class (contractor licenses only)

By law, only public information may be disclosed. Using select criteria, such as zip code, island, or license status, you can create a filtered list of licensees. For example, you could create a list of all contractors on Kauai.

The cost will depend on the number of records in your list. There is a minimum charge of \$5.00. The charge for additional records is \$.05 per record. If your list includes 1,000 records, you would be charged $\$5.05 \times 1000 = \50 . If you are an eHawaiiGov subscriber account, you will be charged a discounted rate of \$.04 per record. For further information about becoming an eHawaiiGov subscriber, please click here.

Your list will be available for download within 24 hours. Information on downloading will be emailed to you. The list you will receive will be in comma delimited text files (.txt files). These files can be easily loaded into most database or spreadsheet formats (e.g. Access, Excel, Oracle).

- [Instructions/Demo](#)
- [Subscription Information](#)
- [Record Layout Documentation](#) (PDF Format)

Continue

New

hawaii.gov PVL List Builder Result Documentation Help Chat ONLINE

Department of Commerce & Consumer Affairs

Professional and Vocational Licensing (PVL)

PVL List Builder

This service allows you to build and download a customized list of licensees under the jurisdiction of the professional and Vocational Licensing Division, Department of Commerce and Consumer Affairs.

By law, only public information may be disclosed with your results. The information provided in your results will include license number, name, status, and initial date licensed.
No address information is provided with the exception of business address information for entity licenses only.

See the following costs table and [read more](#) about the PVL List Builder service.

User Type	Results	Cost
Regular User	0-100 Records	\$5.00
Regular User	101+ Records	\$.05/record
Subscriber User	0-125 Records	\$5.00
Subscriber User	126+ Records	\$.04/record

To learn more about becoming a subscriber, please visit the [eHawaii.gov Portal Subscriber Services](#) page.

⚠ Please note that your results will be available for download within 24 hours. Information on downloading will be emailed to you.

Start

By using this service, you agree with the [Disclaimer and Terms](#).

Professional and Vocational Licensing (PVL)
Department of Commerce & Consumer Affairs

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State of Hawaii. All rights reserved.

Mobile



DCCA BREG Entity List Builder (Self-funded)

Background: The DCCA Business Registration (BREG) Division offers registered subscription-based users the ability to create customized lists of business entities' public information based on the selection criteria. This service was launched in the early 2000's. The general look and feel of the service was outdated. HIC performs regular updates to support the system. The application is written in PERL.

Description: For four months, HIC was working to upgrade the Entity List Builder application, however due to changes in design requirement changes and partner scheduling conflicts, the system updates was delayed.

Result: The additional funds enabled HIC to: 1) expedite the overhaul of the BREG Entity List Builder by one month by leveraging the same design and user experience as the PVL List Builder; 2) provide a consistent look and feel, and user experience for both PVL List Builder and Entity List Builder services; 3) no longer requires users to be a registered subscriber. The new BREG Entity List Builder service is expected to launch on May 1, 2014.

Added Value	Hours
Update design and user experience with PVL List Builder design	23.0
Complete application upgrade with Java	41.0
TOTAL Hours:	64.0

Look and Feel Transformation

Old



Welcome to the Business Entity List Builder

The business entity list builder allows you to build a customized list of businesses registered in the State of Hawaii. Information provided includes all addresses, officers, trade names, trade marks, and service marks associated with the businesses on your list. Using select search criteria, such as zip code, you can create a very specific list of businesses. For example, with this website you can create a list of all partnerships who reside in the 96817 zip code. The cost of your list depends on the number of business records in your list. Your subscriber account ([Subscription Information](#)) will be billed 5 cents per business record if you decide to purchase the list. So if you had 1000 business records in your list, you would be charged 1000 x \$.05 = \$50.00.

Or you may receive a weekly list of ALL businesses registered in the State of Hawaii for a monthly flat rate of \$1,000.00. For more information, please contact us at (808)695-4624.

The lists generated will be comma-separated text files (.txt files). These files can be easily loaded into most database formats (e.g. Access, Excel, Oracle).

PLEASE NOTE: You must be an eHawaiiGov subscriber to take advantage of this service. Please click the [Subscription Information](#) link below to find out how to become a subscriber. Username and passwords are issued to all subscribers. You will be required to enter a username and password after the following page to enter the application.

- [Instructions/Demo](#)
- [Subscription Information](#)
- [Documentation](#)
(PDF Format)



Continue

New

The screenshot shows the 'Entity List Builder' page on the Hawaii Department of Commerce & Consumer Affairs website. The page features a navigation menu on the left with links to 'BREG Home', 'Search Businesses & Buy Docs', 'Renew Annual Business Filing', 'Register a Business', 'Authenticate a Certificate of Good Standing', and 'Entity List Builder'. The main content area is titled 'Entity List Builder' and includes a description: 'Build a customized list of businesses registered in the State of Hawaii. You can refine your list by entity type, zip code, and status. Lists include all addresses, officers, trade names, trademarks, and service marks associated with the businesses found in your search.' Below this is a 'Cost' table:

Cost	
One-time search	\$0.05 per records found
All records (weekly)	\$1,000 flat rate per month

A 'Start' button is visible below the cost table. At the bottom of the page, there is a footer with 'Data Source: Business Registration Department of Commerce & Consumer Affairs', 'Copyright © 2013 State of Hawaii. All rights reserved.', and 'Powered by: ehawaii.gov'.

Summary

In March, HIC was able to re-write application code, enhance user experience, and create a cohesive brand for two DCCA applications - PVL List Builder and Entity List Builder services. PVL List Builder was completed five (5) months ahead of original schedule and Entity List Builder was completed one (1) month ahead of schedule. Total March resource hours expended is 108 hours, or \$10,800, (including both the AHC tasks and project hours).

March Project Metrics	PVL ListBuilder	BREG Entity List Builder
How did the use of the resources accelerate the progress or completion date?	5 months	1 month
Was work performed as a result of an increase in scope of work?	No	No
Is this a new project initiated with the new funding?	Yes	No
The work resulted in the project being ahead of the projected completion date by	N/A	1 month
Resources Expended	19 hrs/\$1,900	64 hrs/6,400

Respectfully Submitted,

Russell Castagnaro

Report IV: April - May 2014

Purpose

This report provides an accounting of HIC activity on qualified projects during the period of April 1, 2014 to May 31, 2014 .

Accomplishments

Tasks

AHC Meeting Prep

	Hours
Create and distribute the agenda and other communications to AHC members, designee, and the public	6.0
Take minutes of meetings, work with Sharon on the drafts of the minutes, and finalize approved minutes	25.0
Prepare, file and distribute notices of meetings in accordance with Section 92-7, Hawaii Revised Statutes	5.5
TOTAL Hours	36.5

Projects

DCCA PVL List Builder (Self-Funded) - pvl.ehawaii.gov/pvlsearch

Background: The DCCA Professional and Vocational Licensing (PVL) Division offers the public the ability to create customized lists of public PVL information based on the selection criteria. This service was launched in the early 2000's and the application was written in PERL. HIC updated the general look and feel in 2008 and has performed regular updates to support new license types.

Project Description: PVL List Builder's look and feel was scheduled to be updated in Q3 2014 to match the new statewide template and new DCCA departmental website.

Project Results: The additional funds enabled HIC to: 1) update the PVL List Builder's look and feel - five months ahead of schedule; 2) re-write the application code in Java; 3) integrate the application with the MyHawaii service; 4) leverage the portal single sign-on service; 5) incorporate responsive design to be mobile friendly. The project was started in February 2014 and completed in March 2014.

	Hours
Tweaks and fixes	5.85
Rewrite the application in Java for modernization	0.0
TOTAL Hours:	5.85

New Application

The screenshot shows the desktop version of the PVL List Builder application. At the top, there is a navigation bar with links for 'PVL List Builder', 'Result Documentation', and 'Help Chat ONLINE'. The main header features the Department of Commerce & Consumer Affairs logo and the title 'Professional and Vocational Licensing (PVL)'. Below this, the 'PVL List Builder' section includes a brief description of the service, a disclaimer about public information, and a table of costs. A 'Start' button is prominently displayed, along with a note about the 24-hour availability of results. The footer contains copyright information for 2013.

**Department of Commerce & Consumer Affairs
Professional and Vocational Licensing (PVL)**

PVL List Builder

This service allows you to build and download a customized list of licensees under the jurisdiction of the professional and Vocational Licensing Division, Department of Commerce and Consumer Affairs.

By law, only public information may be disclosed with your results. The information provided in your results will include license number, name, status, and initial date licensed.
No address information is provided with the exception of business address information for entity licenses only.

See the following costs table and [read more](#) about the PVL List Builder service.

User Type	Results	Cost
Regular User	0-100 Records	\$5.00
Regular User	101+ Records	\$.05/record
Subscriber User	0-125 Records	\$5.00
Subscriber User	126+ Records	\$.04/record

To learn more about becoming a subscriber, please visit the [eHawaii.gov Portal Subscriber Services](#) page.

⚠ Please note that your results will be available for download within 24 hours. Information on downloading will be emailed to you.

[Start](#)

By using this service, you agree with the [Disclaimer and Terms](#).

Professional and Vocational Licensing (PVL)
Department of Commerce & Consumer Affairs

Copyright © 2013
State of Hawaii. All rights reserved.

Mobile

The screenshot shows the mobile version of the PVL List Builder application. The interface is adapted for a smaller screen, with the header and navigation elements scaled down. The content, including the service description, cost table, and 'Start' button, is clearly visible and readable on the mobile device.

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Professional and Vocational Licensing (PVL)
Department of Commerce & Consumer Affairs

Accessibility Contact Feedback Privacy Policy Terms of Use

DCCA BREG Entity List Builder (Self-funded)

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Result: The additional funds enabled HIC to: 1) expedite the overhaul of the BREG Entity List Builder by one month by leveraging the same design and user experience as the PVL List Builder; 2) provide a consistent look and feel, and user experience for both PVL List Builder and Entity List Builder services; 3) no longer requires users to be a registered subscriber. The new BREG Entity List Builder service launched on June 3rd, 2014.

	Hours
Update design and user experience with PVL List Builder design	7
Complete application upgrade with Java	80
TOTAL Hours:	87.0

Look and Feel Transformation

The screenshot shows the user interface of the Entity List Builder. At the top, there is a navigation bar with 'hawaii.gov', 'List Builder', 'Instructions', and 'Help Chat ONLINE'. The main header identifies the 'Department of Commerce & Consumer Affairs Business Registration Division'. A left-hand menu contains links for 'BREG Home', 'Search Businesses & Buy Docs', 'Renew Annual Business Filing', 'Register a Business', 'Authenticate a Certificate of Good Standing', and 'Entity List Builder'. The main content area is titled 'Entity List Builder' and includes a description: 'Build a customized list of businesses registered in the State of Hawaii. You can refine your list by entity type, zip code, date, and status. Lists include all addresses, officers, trade names, trademarks, and service marks associated with the businesses found in your search.' Below this is a 'Cost' table:

Cost	
One-time search	\$0.05 per records found
All records (weekly)	\$1,000 flat rate per month

A blue 'Start' button is visible below the cost table. At the bottom of the main content area, a disclaimer states: 'This service is provided by Hawaii Information Consortium, LLC, manager of Hawaii's official Internet portal, portal.hawaii.gov, and not the State of Hawaii.' The footer contains 'Data Source: Business Registration', 'Department of Commerce & Consumer Affairs', 'Copyright © 2013 State of Hawaii. All rights reserved.', and 'Powered by: e{hawaii.gov}'. Navigation links for 'Accessibility', 'Contact', 'Feedback', 'Privacy Policy', and 'Terms of Use' are also present.



DAGS eDeposit

Background: Phase one of this service was completed last year. HIC staff and State CIO staff discussed restarting this project.

Description: There are five key features that were identified as candidates for this year. Team members have been identified and a kick-off project will be scheduled in June.

Enhancements/ Scope:

1) User Interface Upgrade

Emphasis on the initial application was on functionality. The second phase will focus on usability, since the system is meant for a broader user base now with the expanded scope.

2) Internal API

The original scope of eDeposits was only to allow partner divisions who work with the portal to leverage the system. In order to expand to other agencies, HIC will develop an Application Programming Interface that other systems can use to create TDRs.

3) Bank Integration

The state banks transmit information to B&F for reconciliation. eTDR will leverage this information to attempt to automatically reconcile deposits.

4) Templates

Many partners have TDRs that are substantially similar. The ability to create a template for a TDR should make the system even easier to use.

5) Reporting enhancements

Activities	Hours
eDeposit Briefing	1.1
Project Management	7.0
TOTAL Hours:	8.1

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Online Hunting

Background: Assist DLNR with Online Hunting system upgrades such as lottery for neighbor island events.

Description: New Lottery system deployed and available for the June Kauai Goat Rifle Hunt and July Kauai Axis Deer Rifle Hunt.

	Hours
Development	116.0
Project Management	33.0
TOTAL Hours:	149.0

Summary

In this period HIC and DCCA BReg were able to launch the new Entity List Builder. The new application added better navigation, accessibility and functionality and provides a mobile interface. Accessibility tweaks were made to PVL List Builder and the eDeposit project was restarted. The Online Hunting System went through multiple development sprints and reviews to prepare for the Summer hunts. HIC worked over 270 hours on these projects and AHC support during this time.

We also started a new project with the City and County of Honolulu for the Youth Build Site. HIC is assisting them at no cost and in a short time-frame to insure Federal Funding for this important program does not lapse.

March Project Metrics	PVL List Builder	BREG Entity List Builder	eDeposit	Hunting
How did the use of the resources accelerate the progress or completion date?	5 months	1 month	Stalled	Stalled
Was work performed as a result of an increase in scope of work?	No	No	Yes	Yes
Is this a new project initiated with the new funding?	Yes	No	Yes	No
The work resulted in the project being ahead of the projected completion date by	N/A	1 month	N/A	1 + year
Resources Expended	5.85 hrs/\$585	87 hrs/8,700	8.1 hrs/ \$810	149 hrs/ 14,900

Respectfully Submitted,

Russell Castagnaro