

Access Hawai'i Committee (AHC) Meeting

March 7, 2019
1:00 p.m.

Video Conferencing Centers (VCC):

Kalanimoku Bldg. Basement VCC 1151 Punchbowl St. Honolulu, HI 96813	Hilo State Office Bldg. Basement VCC 75 Aupuni St. Hilo, HI 96720	Wailuku State Office Bldg. Third Floor VCC 54 South High St. Wailuku, HI 96793	Lihu'e State Office Bldg. Basement VCC 3060 'Eiwa St. Lihu'e, HI 96766
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Agenda

- I. Call to Order
- II. Review and Approval of the December 6, 2018 and January 10, 2019 Meeting Minutes
- III. Public Testimony
- IV. Report by the Permitted Interaction Group Pertaining to Concerns Raised in Public Testimony
- V. AHC Chair Report; Discussion and Appropriate Action
- VI. Hawaii Information Consortium Report (attached)
- VII. Portal Strategic Plan; Discussion and Appropriate Action
- VIII. SOW Approval Process
- IX. Approval of Statements of Work (SOW); Discussion and Appropriate Action

A. SOWs Under Review

1. Department of the Attorney General, Tax & Charities Division, Online Charity Registration

The purpose of this SOW Amendment 9 is to make changes to accommodate the new schemas.

Development Cost: \$1,130.89

Individuals who require special needs accommodation are invited to call Susan Bannister at (808) 586-6000 at least three (3) working days in advance of the meeting.

No Hosting Fees or Maintenance and Support Fees

Transaction Fees: No change to the current transaction fee of \$4.00 per transaction, plus 3% of each transaction processed will remain as is.

Transaction data regarding number of transactions, costs per transactions, revenues paid to vendor and revenues received by the State should be considered.

2. Department of Business, Economic Development & Tourism, Business Development Support Division (BDSD), Website Services

HIC will invoice DBEDT for work completed on a monthly basis per the rates specified in our master contract, subject to a cap of \$4,000 per month.

3. Department of Land and Natural Resources, Administrative Proceedings Office Civil Resource Violation System, Case Management System, Amendment 2

The STATE requested HIC to reduce the current Transaction Fee of 50% of the gross amount collected online. HIC will no longer charge a per transaction fee for this service. Instead, the maintenance, support, and hosting will be funded via a monthly fee of \$1,100 inclusive of General Excise Tax that HIC will deduct from the funds collected via online transactions prior to remitting the remaining monthly funds to the STATE.

This SOW Amendment 2 replaces the Transaction Fee section in the SOW Amendment 1.

4. Hawaii County, Department of Liquor Control, Licensing & Permitting Application

This SOW Amendment covers development of: a) a method for licensees to complete and submit their liquor license renewal application and pay their renewal fee; b) a method for Liquor Control staff to manage the review and approval process.

Development Fees: \$25,005.22

No Hosting Fees or
Maintenance and Support Fees

Transaction Fees: 5%

The Transaction Fee will be an add-on fee for each transaction, and therefore will be paid by end users.

The Transaction Fee shall be deducted from the gross amount collected online before the net amount is remitted to COUNTY on a 3-day lag basis via ACH. The frequency and method of remittance can be modified upon mutual agreement and signed agreement between HIC and COUNTY.

X. Good of the Order

A. Announcement - Next Meeting: June 6, 2019

XI. Adjournment