

Access Hawai'i Committee (AHC) Meeting

June 21, 2019
9:30 a.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 March 7, 2019 Meeting Minutes
- III. Public Testimony

Any person may submit testimony on any agenda item. Please limit in-person testimony to three minutes per item. Members of the public may join Committee members at any of the identified locations above.

- IV. Report by the Permitted Interaction Group Pertaining to Concerns Raised in Public Testimony

- A. FAQ draft from responses to Representative Wildberger questions (attached)

- V. Approval of Service Level Agreement (SLA); Discussion and Appropriate Action

- A. SLAs Under Review

1. Legislative Reference Bureau

The purpose of this agreement is to serve as a memorandum of understanding with respect to the implementation of "Hawaii.gov" for the Legislative Reference Bureau (LRB).

- VI. Approval of Statements of Work (SOW); Discussion and Appropriate Action

- A. SOWs Under Review

1. Legislative Reference Bureau Website Redesign

The purpose of this SOW is to redesign a website that has been live for 15+ years and to move non Legislative Reference Bureau (LRB) off to the library catalog. HIC will assist in the migration and planning efforts for LRB to complete this work.

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

Development Fees: \$37,926.69
No Hosting Fees, Maintenance and Support Fees, Transaction Fees, or Other Fees.

2. City & County of Honolulu, Office of City Clerk

This SOW covers improvements to legislative document access so that there will be a new front-end interface to administer and view documents residing in the Xerox DocuShare system. Improvements include creation of a user-friendly administrative interface for a new database that will govern relationships among legislative documents. It will allow for easier entry of keywords, associations and actions taken on bills. Search results will then reflect accurate and prompt updates. Citizens and others interested in tracking Honolulu City Council bills will have a user-friendly front-end to search for legislative documents, and they will be able to view search results easily from many types of devices.

Development Fees: \$24,984.28 including GET
No Hosting Fees, Maintenance and Support Fees, Transaction Fees, or Other Fees.

3. Department of Land and Natural Resources Division of Forestry and Wildlife Hunt Application System, Amendment 1

The purpose of this SOW is to redesign the existing Hunt Application System developed by HIC to include additional functionality and to integrate it with the GoHunt Hawaii system, the single location for all hunting activity in Hawaii. The updated Hunt Application System will allow the public to submit an electronic application to be entered into a lottery for game mammal hunting on the islands of Hawaii, Lanai, and Kauai all within the GoHunt Hawaii application, gohunthawaii.ehawaii.gov.

Development Fees: \$59,880.00 + GET (4.712%) = \$64,701.55
Maintenance and Support Fees: The maintenance and support fees are not being modified via this SOW Amendment and will remain as is (\$1,200.00 plus GET per year).

Transaction Fees: No change to the existing transaction fee (10% of the application price with a minimum fee of \$1.00). This fee is inclusive of all transaction processing fees charged by the 3rd party credit card transaction processors. The fee will continue to be absorbed the STATE and will be deducted from the gross amount collected online before the net amount is remitted to STATE via ACH. The frequency and method of remittance can be modified upon mutual agreement and signed agreement between HIC and STATE.

No Other Fees.

4.. Master Statement of Work; State of Hawaii; Gov2Go Mobile Platform

The purpose of this offering is to deliver integrated web and mobile applications to citizen users in a “one-stop-shop” user experience using a cohesive interface, the Gov2Go Platform. It includes a single mobile application experience made available to citizens of multiple states using a common customer account. The Gov2Go Platform will facilitate certain citizen to State agency transactions and provisions of information.

There are no fees to develop the Gov2Go Platform. However, a fixed fee or transaction fees may apply to integrate a service into Gov2Go. All fees shall be mutually agreed in each Connection Agreement, and thereafter reviewed periodically by the STATE and the Access Hawaii Committee (AHC). The AHC will review and approve any and all Portal Charges for fairness, reasonableness, and appropriateness in furthering the goals of this CONTRACT.

B. Signed/To Be Signed SOWs

1. Department of Business, Economic Development, & Tourism. EV Stations Hawaii, Amendment 1
 - a. This is an amendment to the original SOW document entitled “Department of Business, Economic Development, and Tourism: State Energy Office, EV Stations Hawaii Modifications” dated on January 23, 2014 and signed between the STATE and HIC.
 - b. The purpose of this document is to replace the Maintenance and Support section entirely with new text including the annual fee for maintenance, support, and hosting of the service.
 - c. The maintenance, support, and hosting fee associated with this project is \$1,256.54 (including GET) per year for the live Production website and the associated Admin website.
2. Department of Business, Economic Development, & Tourism Renewable Energy Projects Directory, Amendment 3
 - a. The purpose of this document is to replace the Maintenance and Support section from the Original SOW (dated May 2, 2012) entirely with new text including the annual fee for maintenance, support, and hosting of the service.
 - b. The maintenance, support, and hosting fee associated with this project is \$2,513.09 (including GET) per year for the live Production website and the associated Admin website.
3. Department of Business, Economic Development, & Tourism, Renewable Energy Permitting Wizard Hosting and Support Service
 - a. The purpose of this document is to replace the Maintenance and Support section from the Addendum Statement of Work entirely with new text

including the annual fee for maintenance, support, and hosting of the service.

- b. The maintenance, support, and hosting fee associated with this project is \$2,513.09 (including GET) per year for the live Production website and the associated Admin website.

4. Department of Land and Natural Resources Division of Boating and Ocean Recreation, Boating Accounts Receivable Systems (BARS) Maintenance Agreement 3

- a. This SOW covers all work performed by HIC for DOBOR's Boating Accounts Receivable System (BARS) as DOBOR works towards completion of a new system with their new vendor
- b. There are no development fees for this service through December 31, 2019. There are no maintenance and support fees for this service through June 30, From July 1, 2019 through December 31, 2019 the monthly fee will be \$3,000. This SOW does not change any existing transaction fees for the BARS service. The current transaction fee of 2.6% per transaction will remain as is.

5. County of Hawaii, County of Maui, PVL Licensing Data Integration

- a. This SOW covers the creation and maintenance of an electronic interface between the Professional and Vocational Licensing (PVL) Division database and Counties' Permitting solution EnerGov, to enable staff to validate licensee information in real-time.
- b. Development Fees: The project development cost is \$8,439.79 including GET. Maintenance and Support Fees: \$0.00

VII. Portal Strategic Plan: Discussion and Review (attached)

VIII. Hawaii Information Consortium Report (attached)

IX. CIO Approval of Statements of Work (SOWs); Discussion and Appropriate Action

X. Internet Portal Program Contract Extension; Discussion and Appropriate Action

The Committee anticipates going into executive session pursuant to HRS Section 92-5(a)(8) and 103D-105 to deliberate or make a decision upon a matter that requires the consideration of information that must be kept confidential pursuant to state or federal law, or a court order, i.e., procurement.

XI. Good of the Order

- A. Announcements
- B. Next Meeting: September 5, 2019

XII. Adjournment