

Access Hawaii Committee (AHC) Meeting

September 3, 2020

1:00 p.m.

Virtual Meeting

To join from a VTC room system:

IP address: 162.255.37.11 (US West) or 162.255.36.11 (US East) Meeting ID: 445 438 472

To Join from PC, Mac, Linux, iOS or Android: <https://department-of-health-hawaii.zoom.us/j/445438472>

Or join by phone:

*Standard Long-Distance charge could apply. Check with your provider and plan.

+1 669 900 6833 (US Toll) or +1 646 558 8656 (US Toll)

Meeting ID: 445 438 472

Agenda

- I. Call to Order
- II. Review and Approval of the June 4, 2020 Meeting Minutes
- III. Public Testimony
Any person may submit testimony on any agenda item. Due to COVID-19 precautions, members of the public may submit written testimony via the e-mail provided: ahcinfo@hawaii.gov. Oral testimony is limited to 3 minutes per person via the virtual Zoom conference room.
- IV. Approval of Statements of Work (SOW) and Service Level Agreements (SLA); Discussion and Appropriate Action
 1. SOWs/SLAs Under Review
 - a. **County of Kauai eRecording SOW**
Hawaii eRecording will allow STATE to submit documents to the Bureau of Conveyances to be electronically recorded.

Development Fees: \$0.00
Hosting Fees: \$0.00
Maintenance and Support Fees: \$0.00
Transaction Fees: \$0.50 per document recorded. Payments will be made via portal subscriber account. The Transaction Fee shall be deducted via ACH or automatically processed via credit card on a monthly basis. The frequency and method of remittance can be modified upon mutual agreement and signed agreement between NIC HI and STATE

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

b. **Kauai Landfill Payment Platform SOW**

The purpose of this project is to move Kauai Landfill payments from in-person and mail-in to an online payment platform.

Development Fees: \$15,000.00 + GET (flat fee to implement Payment Platform).

Hosting Fees: \$0.00

Maintenance and Support Fees: \$0.00

Transaction Fees: For all transaction fees completed, there will be a Transaction Fee payable to NIC HI, comprised of the following components:

-A fixed cost of \$2.50; plus

-Each credit/debit card or eCheck transaction will incur an additional fee of

a) credit/debit card transactions- additional transaction processing fee of 2.2% of the transaction or;

b) eCheck transactions – additional transaction processing fee of \$1.00 per transaction

c. **City and County of Honolulu; Honolulu Police Department eBench-Warrant: Amendment 1 SOW**

The purpose of this project is to enhance the existing eBench warrant web service to add Warrant Status, Bail Amount, and Ordered date so Honolulu Police Department can perform more targeted searches.

Development Fees: \$4,760.00 + \$224.29 GET = \$4,984.29

Hosting Fees: \$0.00

Maintenance and Support Fees: \$0.00

Transaction Fees: \$0.00

d. **Department of Land and Natural Resources; Division of Aquatic Resources Freshwater Game License; Amendment II**

The purpose of this amendment is to update the existing Freshwater Game License system so it does not automatically enter ‘today’s date’ as the default start date for a fishing license. The system will require the user to enter the intended start date of the purchased license.

Development Fees: \$1,005.24

Hosting Fees: \$800.00 invoiced annually. The first invoice will be sent upon signature of Amendment 2 SOW.

Maintenance and Support Fees: \$0.00

Transaction Fees: The transaction fees are not being modified via this amendment and will remain \$1.00 per license. The fee is passed on to the user. A monthly ACH disbursement is sent to the agency less the transaction fee. Average annual fee collected by NIC Hawaii over the past three years is \$2,580.00

e. **Department of Land and Natural Resources; State Historic Preservation Division Payment Processing**

The purpose of this project is to implement the Kala payment system to process credit card for the State Historic Preservation Division's new Hawaii Cultural Resource Information System (HCRIS). Users of the new HCRIS system will be seamlessly transitioned into Kala to complete the payment steps, have the ability to print/download a payment receipt, and receive an emailed receipt. The State Historic Preservation team will have access to a reports module that allows them to view a fiscal report.

Development Fees: \$0.00

Hosting Fees: \$0.00

Maintenance and Support Fees: \$0.00

Transaction Fees: The associated transaction fees of this project are comprised of the following:

-Each credit/debit card or eCheck transaction will occur and additional fee as described below:

1) Credit/debit card transactions – additional transaction fee of 10% per transaction

2) eCheck transactions- additional transaction for of 10% per transaction

Based on current figures, there are approximately 100-200 transactions per month equating to \$2,000-\$3,000 per month of STATE fees. Estimated HIC fees would be \$300-\$400 per month.

The transaction fee is passed on to the user.

f. **Department of Commerce and Consumer Affairs Transition Support SOW**

The purpose of this contract is to cover a general agreement that would allow NIC Hawaii to provide ad-hoc support, if necessary, for the successful transition of NIC Hawaii services to the new platform.

Development Fees: up to \$100,000.00 + GET (based on STATE approved work requests using the standard NIC Hawaii rate chart)

Hosting Fees: \$0.00

Maintenance and Support Fees: \$0.00

Transaction Fees: \$0.00

2. Signed Memorandum of Understanding (MOU), COVID-19
 - a. County of Kauai Renewal Fee Waiver (6/26/20); attached
 - b. County of Maui Renewal Fee Waiver (7/01/20); attached

V. Portal Program Manager's Report; Discussion and Appropriate Action

1. NIC Hawaii Report (attached)

VI. Good of the Order

1. Announcements
2. Next Meeting: December 3, 2020

VII. Adjournment