

# STATEMENT OF WORK AMENDMENT 1

DEPARTMENT OF LAND AND NATURAL RESOURCES  
ENGINEERING DIVISION

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Flood Control and Dam Safety Payments

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Version 1.00

Document Number – DLNR.FY2021.011.A1

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**OVERVIEW**

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This Statement of Work (“SOW”) document identifies the responsibilities between the Department of Land and Natural Resources, Engineering Division, (“STATE”) and the Hawaii Information Consortium, LLC dba NIC Hawaii (“NIC HI”), the Internet Portal provider for the State of Hawaii. This document is subordinate to the requirements stated in RFP-08-11-SW, Internet Portal Manager and Service Provider, NIC HI’s Proposal and the contract between the State of Hawaii and NIC HI dated December 3, 2007 (collectively referred to as the “CONTRACT”).

The SOW is subordinate to the Service Level CONTRACT (“SLA”) between the STATE and NIC HI signed and dated on March 14, 2008. This SOW is subject to all terms and conditions thereof unless specifically designated as exceptions in this document.

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**TERM AND TERMINATION**

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This SOW shall begin on the date it is signed by all parties (hereinafter referred to as “Effective Date”), and shall continue in effect until the expiration/termination of the CONTRACT. Termination of this SOW shall not operate to terminate any other SOW between the parties, and such termination shall not, by itself, operate to terminate the CONTRACT.

This SOW may be terminated pursuant to the terms and conditions in the AG’s General Conditions.

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**PURPOSE STATEMENT**

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This is an amendment to the Original Statement of Work document entitled Flood Control and Dam Safety Payments executed by NIC HI and STATE on December 21, 2020.

The original SOW Exhibit A stated that the users of the online system would pay the transaction fee comprised of \$2.50 plus a \$1.00 eCheck fee if the payment method was via eCheck. The purpose of this Statement of Work Amendment 1 is to modify this to state that the STATE will absorb the \$2.50 plus \$1.00 eCheck fee for users paying their annual flood control and dam safety payments online via eCheck.

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**FEEES**

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All fees shall be reviewed periodically by the STATE and the Access Hawaii Committee (AHC), and adjusted after review via an amendment to the SOW upon mutual agreement of NIC HI, the STATE, and the AHC. The AHC will review and approve any and all Portal charges for fairness, reasonableness, and appropriateness in furthering the goals of this CONTRACT.

**DEVELOPMENT FEES**

There is no development cost to make this change.

**HOSTING FEES**

No change to hosting fees. \$0.00

**MAINTENANCE AND SUPPORT FEES**

No change to maintenance and support fees. \$0.00

**TRANSACTION FEES**

For all transactions completed, there will be a Transaction Fee due and payable to NIC HI.

- (1) Credit/debit card transactions: \$2.50 plus an additional transaction processing fee of 2.78% per transaction (paid by user); or
- (2) eCheck transactions: \$2.50 plus an additional transaction processing fee of \$1.00 per transaction (paid by STATE)

The Transaction Fee shall be deducted from the gross amount collected online before the net amount is remitted to STATE on a set calendar basis via ACH. The frequency and method of remittance can be modified upon mutual agreement and signed agreement between NIC HI and STATE.

Any and all fees and payment policies may be altered by mutual agreement in writing between STATE and NIC HI via an SOW Amendment.

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**MODIFICATIONS AND AMENDMENTS**

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This SOW may be modified, amended or extended only by mutual agreement signed by both parties.

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**STAKEHOLDERS**

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**Department of Land and Natural Resources, Engineering Division**

Kalanimoku Building  
1151 Punchbowl Street, Room 221  
Honolulu, Hawaii 96813

**Hawaii Information Consortium, LLC dba NIC Hawaii**

201 Merchant Street Suite 1805  
Honolulu, HI 96813

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**CHAIN OF COMMAND**

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**DLNR**

Carty Chang, Engineering Division Administrator

Edwin Matsuda, Flood Control and Dam Safety Section Head

Jesse Colandrea Civil Engineer

Kristen Akamine, Engineering Technician

**NIC HI**

Bertrand Ramos, General Manager

Janet Pick, Director of Portal Operations

Zheng Fang, Director of Development

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**SIGN OFF**

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I, the undersigned, have the authority to make binding decisions and have the authority to sign on behalf of my respective agency/department regarding projects in collaboration with NIC HI.

Date:

Date:

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Carty Chang  
Engineering Division Administrator  
Department of Land and Natural Resources

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Bertrand Ramos  
General Manager  
Hawaii Information Consortium, LLC  
dba NIC Hawaii

REVIEWED AND APPROVED:

Date:

ACCESS HAWAII COMMITTEE

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By: Douglas Murdock  
Chief Information Officer  
Office of Enterprise Technology Services  
State of Hawaii