

Access Hawaii Committee (AHC) Meeting

April 6, 2023

01:00 p.m.

1151 Punchbowl Street, Conference Room 410, Honolulu, Hawaii 96813

This meeting will be conducted remotely. Members of the public may participate via interactive conference technology or in person at the physical meeting location indicated above.

Join Zoom Meeting: <https://zoom.us/j/94266564391>

Meeting ID: 942 6656 4391

Find your local number: <https://zoom.us/u/aGR5K2FZX>

Agenda

- I. Call to Order
- II. Review and Approval of the February 2, 2023 Meeting Minutes
- III. Public Testimony

Individuals who are unable to provide testimony at this time will be allowed an opportunity to testify when specific agenda items are called.

Individuals may provide oral testimony at the meeting or may submit written testimony in advance of the meeting via email ahcinfo@hawaii.gov or via mail addressed to 1151 Punchbowl Street B10, Honolulu, Hawaii 96813, attention to Catherine Arellano-Alcotas. Oral testimony is limited to 3 minutes per person per agenda item via the virtual Zoom conference room or in person at the physical meeting location indicated above.

- IV. Approval of Statements of Work (SOW) and Service Level Agreements (SLA); Discussion and Appropriate Action
 1. SOWs/SLAs under Review

- a. **Department of Land and Natural Resources - Division of Forestry and Wildlife – Tree Seedling Online Payments – SOW, Exhibit A, and Project Summary**

This Statement of Work covers the implementation of an online system to allow customers to pay their seedling orders online via credit card or eCheck (electronic debit from a bank account). Tyler Hawaii's centralized payment portal, Payment Platform, will be utilized.

Development Fees: \$24,785.33

Hosting Fees: \$0.00

Maintenance and Support Fees: \$0.00

Transaction Fees: For all credit card transactions completed, there will be a transaction fee of \$2.50 plus a 2.5% credit card fee per transaction payable to Tyler Hawaii. For all eCheck transactions completed, there will be a transaction fee of \$2.50 plus a \$1.00 eCheck fee per transaction payable to Tyler Hawaii.

Other Fees: \$0.00

b. **Department of Attorney General (AG) - Civil Recoveries Division – Online Auction – SOW, Exhibit A, and Project Summary**

This Statement of Work covers the design, development, testing and launch of a web based online auction system for the AG.

Development Fees: \$0.00

Hosting Fees: \$0.00

Maintenance and Support Fees: \$0.00

Transaction Fees: For all transactions completed, there will be a 10% transaction fee due and payable to Tyler Hawaii, inclusive of credit/debit card and eCheck fees.

Other Fees: \$0.00

c. **Department of Commerce and Consumer Affairs - Business Registration Division (BREG) – Transition Support – SOW, Exhibit A, and Project Summary**

This SOW covers the general agreement that would allow Tyler Hawaii to provide ad-hoc support necessary for the transition of Tyler Hawaii services to the new platform.

Development Fees: Development fees shall not exceed \$100,000.00 + GET based on BREG approved work requests using the standard Tyler Hawaii Rate Chart. A separate amendment is required for any budget increase.

Hosting Fees: \$0.00

Maintenance and Support Fees: \$0.00

Transaction Fees: \$0.00

Other Fees: \$0.00

V. Periodic Review on Portal Service

1. Judiciary eTraffic Payments Application Review Report (Attached)

VI. Tyler Hawaii’s Financial Reporting Requirements; Discussion and Appropriate Action

VII. Portal Program Manager’s Report; Discussion and Appropriate Action

1. Tyler Hawaii Bimonthly Report – Portal Program Updates (attached)

VIII. Good of the Order

1. Announcements
2. Next Meeting: June 1, 2023

IX. Adjournment

AHC meeting packet can be downloaded from <https://ahc.ehawaii.gov/meetings/packets/>

Auxiliary Aid or Accommodation Due to a Disability

If you require an auxiliary aid/service or other accommodation due to a disability, please contact Catherine Arellano-Alcotas at (808) 587-9826 or email ahcinfo@hawaii.gov as soon as possible, preferably at least 3 days prior to the meeting. Requests made as early as possible will allow adequate time to fulfill your request.

Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.