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COUNTY COUNCIL

COUNTY OF MAUI
200 S. HIGH STREET
WAILUKU, MAUI, HAWAII 96793
www.MauiCounty.us

December 20, 2024

The Honorable Richard T. Bissen, Jr.
Mayor, County of Maui
Wailuku, Hawaii 96793

Dear Mayor Bissen:

**SUBJECT: EMPLOYEE RETENTION AND RECRUITMENT
CONTRACT (BFED-21(34))**

At its meeting of December 17, 2024, the Budget, Finance, and Economic Development Committee received an update on employee retention and recruitment, including Contract C7992 with Brandcrafters LLC.

May I please request your response to the following as it relates to Contract C7992:

1. Provide a copy of the proposal submitted by Brandcrafters LLC in response to RFP-22-23/P-177.
2. Explain why funds from Index Code 907781B, Countywide Costs, was used to pay for the Contract. Further, explain why the Contract was managed by the Office of the Mayor instead of the Department of Management as the issuer of the RFP or the Department of Personnel Services as the Department that oversees employee recruitment.
3. Identify the Office of the Mayor representative responsible for managing the Contract.
4. Provide a summary of the Contract's objectives and goals and whether they were met. Please also explain the specific services provided and programs implemented by Brandcrafters LLC.

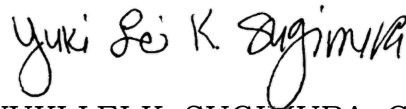
The Honorable Richard T. Bissen, Jr.
Mayor, County of Maui
December 20, 2024
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5. Provide a copy of the Contract's final outcomes report.
6. Explain why the Contract was not extended beyond June 2024.
7. Confirm whether Brandcrafters LLC was paid the full \$150,000. If not, explain why.

May I further request you transmit your response to bfed.committee@mauicounty.us by **December 31, 2024**. To ensure efficient processing, please include the Committee item number in the subject line.

Should you have any questions, please contact me or the Committee staff (James Krueger at ext. 7761, or Yvette Bouthillier at ext. 7758).

Sincerely,



YUKI LEI K. SUGIMURA, Chair
Budget, Finance, and Economic
Development Committee

bfed:ltr:021(34)aom01:kes

cc: Mayor Richard T. Bissen, Jr.
Managing Director
Director of Personnel Services

BFED Committee

From: BFED Committee
Sent: Friday, December 20, 2024 4:33 PM
To: Michelle Santos; Zeke Kalua
Cc: Josiah Nishita; Cynthia Sasada; Cynthia.Razo@co.maui.hi.us; Andrea.M.Rock-mendes@co.maui.hi.us
Subject: RE: PLEASE READ attached letter re: (BFED-21(34)); reply by 12/31/2024
Attachments: Correspondence to Mayor 12-20-2024.pdf

**Correction to subject line, to revise BFED item number to BFED-21(34).

Mahalo!

From: BFED Committee <BFED.Committee@mauicounty.us>
Sent: Friday, December 20, 2024 4:29 PM
To: Michelle Santos <Michelle.Santos@co.maui.hi.us>; Zeke Kalua <Zeke.Kalua@co.maui.hi.us>
Cc: BFED Committee <BFED.Committee@mauicounty.us>; Josiah Nishita <Josiah.K.Nishita@co.maui.hi.us>; Cynthia Sasada <Cynthia.Sasada@co.maui.hi.us>; Cynthia.Razo@co.maui.hi.us; Andrea.M.Rock-mendes@co.maui.hi.us
Subject: PLEASE READ attached letter re: (BFED-21(7)); reply by 12/31/2024

Aloha, Mayor Bissen: Please refer to the attached letter from the Budget, Finance, and Economic Development (BFED) Committee Chair, dated December 20, 2024. Please respond by **December 31, 2024**.

Mr. Nishita, Ms. Razo-Porter: FYI.

Mahalo,
BFED Committee