

MICHAEL P. VICTORINO  
Mayor

JEFFREY T. PEARSON, P.E.  
Director

HELENE KAU  
Deputy Director



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OFFICE OF THE  
COUNTY COUNCIL

DEPARTMENT OF WATER SUPPLY  
COUNTY OF MAUI  
200 SOUTH HIGH STREET  
WAILUKU, MAUI, HAWAII 96793

April 12, 2019

Ms. Michele M. Yoshimura *Miy*  
Budget Director, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

Honorable Michael P. Victorino  
Mayor, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

For Transmittal to:

Honorable Keani Rawlins-Fernandez  
Chair, Economic Development & Budget Committee  
Maui County Council  
200 South High Street  
Wailuku, Hawaii 96793

Dear Chair Rawlins-Fernandez:

SUBJECT: **FISCAL YEAR ("FY") 2020 BUDGET** (WS-5) (EDB-1)

Our response to questions related to the engineering office renovation (index codes 953109B-6012 and 953109C-7036, on pages 635 and 637 of the Program Budget) is as follows:

Question: Please provide a detailed description of the renovation, including what is being demolished, constructed, repaired, replaced, or relocated.

Response: The engineering division renovation includes the following:

- 1) Demolition of an interior wall between two existing storage closets and demolition of an interior wall between one of these storage closets and an existing office. The two existing storage closets and existing office will be converted into a new meeting room (230 square feet). Currently, we are using an open partitioned cubicle with a conference table (72 square feet) as our meeting area.

*"By Water All Things Find Life"*

APPROVED FOR TRANSMITTAL

*Michael P. Victorino*  
\_\_\_\_\_  
Mayor  
4/12/19  
Date

- 2) Convert the existing open partitioned cubicle (with the existing conference table) to an office for a vacant position that currently does not have an office space by adding partitions.
- 3) Re-partition two existing offices and paper drawing storage cabinets into four offices, which requires the purchase of additional partitions. The existing two offices will be reduced in size. One of the two new offices will be for a vacant position that currently does not have an office space and the other new office will be to replace the office displaced by the new meeting room (see item 1 above).
- 4) Purchase of furniture for the office created by the conversion of the open partitioned cubicle (with the existing conference table) and the two new offices created in item 3 above. Also, should the existing furniture in the existing two offices in item 3 above not fit in the reduced office spaces, new furniture may need to be purchased.
- 5) The electrical improvements, which may include the installation of additional lights, outlets, and data/telecommunication wiring.
- 6) Painting of the walls affected by the renovations.

Question: Reasons why the renovation is needed.

Response: The engineering division renovation is needed as the 5th floor does not have a meeting room for staff use. The engineering division does have an open partitioned cubicle with the existing conference table that can accommodate up to six persons. This is often inadequate space for project meetings where there may be more than six persons. In cases where there are more than six persons, engineering division would typically use the Water Resources and Planning Division's conference room (situated at One Main Plaza) or call the Department of Public Works-Engineering Division to use their conference room. Due to the open partitioned cubicle with the existing conference table, there is a lack of privacy. When supervisors need to have private discussion with employees, this area cannot be used to conduct these supervisor-employees conferences. With the exception of the Engineering Program Manager, the division's supervisors do not have private offices and are in an open office atmosphere.

We would also like to clarify that the funding for the engineering division renovation is related to the funding for scanning services. Both requests for funding is needed to allow engineering division to fill two vacant positions and provide a meeting room for the department on the 5th floor. Please see our response to WS-8, EDB-1 for additional information related to request for funding for scanning services.

Honorable Keani Rawlins-Fernandez  
Chair, Economic Development & Budget Committee  
Maui County Council  
April 12, 2019  
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In advance, thank you for your attention to this matter. If you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey T. Pearson". The signature is fluid and cursive, with a long horizontal stroke at the end.

JEFFREY T. PEARSON, P.E.  
Director

JP:HK:lk