

ALAN M. ARAKAWA
Mayor



RECEIVED

DAVID TAYLOR, P.E.
Director

2016 NOV -3 PM 3: 01

PAUL J. MEYER
Deputy Director

**DEPARTMENT OF WATER SUPPLY OF THE MAYOR
COUNTY OF MAUI**

200 SOUTH HIGH STREET
WAILUKU, MAUI, HAWAII 96793-2155
www.mauiwater.org

2016 NOV -9 AM 9: 31
OFFICE OF THE
COUNTY COUNCIL

RECEIVED

November 2, 2016

The Honorable Alan M. Arakawa
Mayor, County of Maui
Wailuku, HI 96793

For transmittal to:

The Honorable Riki Hokama, Chair
Maui County Council Budget and Finance Committee
Wailuku, HI 96793

APPROVED FOR TRANSMITTAL

Alan Arakawa 11/2/16
Mayor Date

Dear Chair Hokama:

**SUBJECT: BF-53(12) CONTRACTS AND GRANTS: APRIL 2016
(DEPARTMENT OF WATER SUPPLY CUSTOMER AND BILLING
SYSTEM CONVERSION PROJECT (QUE BUSINESS SOLUTIONS LLC))**

The following are in response to your request of October 31, 2016:

1. Provide a copy of all purchase orders and invoices paid to vendor 017685 (Brenda M. Lee), to date. A copy of a transaction report for the period January 1, 2016 through October 20, 2016, is provided for your reference.

Please see the enclosed copies.

2. Explain how your Department is able to issue a check prior to the invoice date. For instance, check 01091647, dated May 26, 2016 has an invoice date of June 1, 2016.

The invoice was submitted and approved on May 24, 2016. The payment should have been processed on June 1st.

"By Water All Things Find Life"



3. Provide the source of funds for payments made in Fiscal Year 2016. Explain whether the funds were originally earmarked for a specific project and why the funds were not expended as budgeted.

As the Department was in transition to separate its billing services contract from the Honolulu Board of Water Supply, these funds were not earmarked for a specific project. We intended to utilize these funds for transition-related costs.

4. Explain the rationale for an hourly rate of \$75 for the service provided.

Brenda Lee has unique skills, training, and work experience. She understands our operations and has much-needed accounting and project management skills. Brenda was one of our key personnel who helped in our conversion from HBWS(Honolulu Board of Water Supply) CAS(Customer Accounting System) to HBWS CC&B(Customer Care and Billing) system. The other 2 key personnel have retired.

Brenda has over 35 years of professional financial and technical skills that are valuable for this project. She has been a Controller/CFO for \$275 million- \$500 million companies.

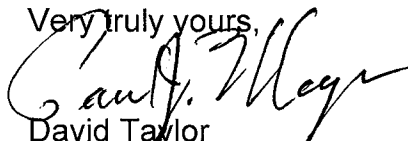
Brenda charges a standard base rate of \$75 per hour for services to all her customers.

At the time of her retirement, Brenda was on Temporary Reallocation and was receiving \$61.34 per hour with benefits.

We thought that her invaluable knowledge and willingness to continue to assist the Department in this conversion more than justifies the rate of \$75.00 an hour.

Should you have any questions, please contact me, Paul Meyer, Deputy Director, or Holly Ho, Fiscal Officer.

Very truly yours,



David Taylor
Director

DT/hh

IFAS PROD
Transaction Report by Name

01/01/2016 - 10/20/2016

Person/Entity ID: 017685

Name: LEE, BRENDA M

Account	Division	Invoice No	Invoice Date	Status	Check No	Check Date	Dist Amount
<hr/>							
Account #:	953083B-6129	Division:	DW	EN P/F Flag:	P	Item Rft:	
Description:	CONTRACT SERVICES FOR J	Units:	1.00	PR No.:	WC0869		
Batch ID:	WCMH929A	Invoice #:	869007	Rel To:	0002	Disc Amt:	\$0.00
PO #:	WC0869	Secondary Ref.:		Status:	PD	Dist Amt:	\$13,541.71
Job No:	2842356	Check Job #:	2842662	Prep:	MFMED	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	09/30/2016	Seq #:	6	Misc:		Inv Amt:	\$13,541.71
Due Date:	09/29/2016	Div:	DW	Tax Cd:		Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt:	NB	Addr:	R1	Tax2 Amt:	\$0.00
Post Date:	09/29/2016	Posted:	01	Chrg Cd:		Chrg Amt:	\$0.00
Chk Date:	09/29/2016	Ck No:	01104381	Sep Chk:	Y	Duty Amt:	\$0.00
<hr/>							
Account #:	953083B-6129	Division:	DW	EN P/F Flag:	P	Item Rft:	
Description:	CONTRACT SERVICES FOR J	Units:	1.00	PR No.:	WC0869		
Batch ID:	WCMH901A	Invoice #:	869006	Rel To:	0002	Disc Amt:	\$0.00
PO #:	WC0869	Secondary Ref.:		Status:	PD	Dist Amt:	\$3,124.93
Job No:	2828203	Check Job #:	2828610	Prep:	MFMED	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	08/31/2016	Seq #:	11	Misc:		Inv Amt:	\$3,125.01
Due Date:	09/01/2016	Div:	DW	Tax Cd:		Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt:	NB	Addr:	R1	Tax2 Amt:	\$0.00
Post Date:	09/01/2016	Posted:	01	Chrg Cd:		Chrg Amt:	\$0.00
Chk Date:	09/01/2016	Ck No:	01102457	Sep Chk:	Y	Duty Amt:	\$0.00
<hr/>							
Account #:	953083B-6132	Division:	DW	EN P/F Flag:	P	Item Rft:	
Description:	PROJECT MANAGER FOR DV	Units:	1.00	PR No.:	WC0869		
Batch ID:	WCMH901A	Invoice #:	869006	Rel To:	0001	Disc Amt:	\$0.00
PO #:	WC0869	Secondary Ref.:		Status:	PD	Dist Amt:	\$0.08
Job No:	2828203	Check Job #:	2828610	Prep:	MFMED	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	08/31/2016	Seq #:	12	Misc:		Inv Amt:	\$3,125.01
Due Date:	09/01/2016	Div:	DW	Tax Cd:		Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt:	NB	Addr:	R1	Tax2 Amt:	\$0.00
Post Date:	09/01/2016	Posted:	01	Chrg Cd:		Chrg Amt:	\$0.00
Chk Date:	09/01/2016	Ck No:	01102457	Sep Chk:	Y	Duty Amt:	\$0.00
<hr/>							
Account #:	953083B-6129	Division:	DW	EN P/F Flag:	P	Item Rft:	
Description:	CONTRACT SERVICES FOR J	Units:	1.00	PR No.:	WC0869		
Batch ID:	WCMH804A	Invoice #:	869005	Rel To:	0002	Disc Amt:	\$0.00
PO #:	WC0869	Secondary Ref.:		Status:	PD	Dist Amt:	\$13,541.71
Job No:	2811496	Check Job #:	2812094	Prep:	MFMED	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	07/31/2016	Seq #:	2	Misc:		Inv Amt:	\$13,541.71
Due Date:	08/04/2016	Div:	DW	Tax Cd:		Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt:	NB	Addr:	R1	Tax2 Amt:	\$0.00
Post Date:	08/04/2016	Posted:	01	Chrg Cd:		Chrg Amt:	\$0.00
Chk Date:	08/04/2016	Ck No:	01099816	Sep Chk:	Y	Duty Amt:	\$0.00

IFAS PROD
Transaction Report by Name

01/01/2016 - 10/20/2016

Person/Entity ID: 017685

Name: LEE, BRENDA M

Account	Division	Invoice No	Invoice Date	Status	Check No	Check Date	Dist Amount
<hr/>							
Account #:	953083B-6129		Division: DW		EN P/F Flag: P	Item Rft:	
Description:	CONTRACT SERVICES FOR J		Units: 1.00		PR No.: WC0869		
Batch ID:	WCMH707A		Invoice #: 869004		Rel To: 0002	Disc Amt:	\$0.00
PO #:	WC0869		Secondary Ref.:		Status: PD	Dist Amt:	\$15,625.05
Job No:	2793089		Check Job #: 2793772		Prep: MFMED	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	07/01/2016	Seq #: 1	Misc:			Inv Amt:	\$15,625.05
Due Date:	07/07/2016	Div: DW			Tax Cd:	Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt: NB	Addr: R1		Tax2 Cd:	Tax2 Amt:	\$0.00
Post Date:	07/07/2016	Posted: 01			Chrg Cd:	Chrg Amt:	\$0.00
Chk Date:	07/07/2016	Ck No: 01097045	Sep Chk: Y		Duty Cd:	Duty Amt:	\$0.00
<hr/>							
Account #:	953083B-6132		Division: DW		EN P/F Flag: P	Item Rft:	
Description:	PROJECT MANAGER FOR DI		Units: 1.00		PR No.: WC0869		
Batch ID:	WCMG526A		Invoice #: 0869003		Rel To: 0001	Disc Amt:	\$0.00
PO #:	WC0869		Secondary Ref.:		Status: PD	Dist Amt:	\$8,333.36
Job No:	2770338		Check Job #: 2770606		Prep: MFMED	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	06/01/2016	Seq #: 3	Misc:			Inv Amt:	\$8,333.36
Due Date:	05/26/2016	Div: DW			Tax Cd:	Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt: NB	Addr: R1		Tax2 Cd:	Tax2 Amt:	\$0.00
Post Date:	05/26/2016	Posted: 01			Chrg Cd:	Chrg Amt:	\$0.00
Chk Date:	05/26/2016	Ck No: 01091647	Sep Chk: Y		Duty Cd:	Duty Amt:	\$0.00
<hr/>							
Account #:	953083B-6221		Division: DW		EN P/F Flag:	Item Rft:	
Description:	reimb hotel/park Kauai		Units: 1.00		PR No.:		
Batch ID:	WDEG525C		Invoice #: 52016		Rel To:	Disc Amt:	\$0.00
PO #:			Secondary Ref.:		Status: PD	Dist Amt:	\$186.33
Job No:	2770325		Check Job #: 2770606		Prep: EYMON	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	05/23/2016	Seq #: 4	Misc:			Inv Amt:	\$186.33
Due Date:	05/26/2016	Div: DW			Tax Cd:	Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt: NB	Addr: R1		Tax2 Cd:	Tax2 Amt:	\$0.00
Post Date:	05/26/2016	Posted: 01			Chrg Cd:	Chrg Amt:	\$0.00
Chk Date:	05/26/2016	Ck No: 01091646	Sep Chk:		Duty Cd:	Duty Amt:	\$0.00
<hr/>							
Account #:	953083B-6132		Division: DW		EN P/F Flag: P	Item Rft:	
Description:	PROJECT MANAGER FOR DI		Units: 1.00		PR No.: WC0869		
Batch ID:	WCMG428A		Invoice #: 869002		Rel To: 0001	Disc Amt:	\$0.00
PO #:	WC0869		Secondary Ref.:		Status: PD	Dist Amt:	\$8,333.36
Job No:	2753497		Check Job #: 2753731		Prep: MFMED	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	05/01/2016	Seq #: 4	Misc:			Inv Amt:	\$8,333.36
Due Date:	04/28/2016	Div: DW			Tax Cd:	Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt: NB	Addr: R1		Tax2 Cd:	Tax2 Amt:	\$0.00
Post Date:	04/28/2016	Posted: 01			Chrg Cd:	Chrg Amt:	\$0.00
Chk Date:	04/28/2016	Ck No: 01088365	Sep Chk: Y		Duty Cd:	Duty Amt:	\$0.00

IFAS PROD
Transaction Report by Name
01/01/2016 - 10/20/2016

Person/Entity ID: 017685

Name: LEE, BRENDA M

Account	Division	Invoice No	Invoice Date	Status	Check No	Check Date	Dist Amount
<hr/>							
Account #:	953083B-6132	Division:	DW	EN P/F Flag:	P	Item Rft:	
Description:	PROJECT MANAGER FOR DA	Units:	1.00	PR No.:	WC0869		
Batch ID:	WCSG421A	Invoice #:	869001	Rel To:	0001	Disc Amt:	\$0.00
PO #:	WC0869	Secondary Ref.:		Status:	PD	Dist Amt:	\$8,333.28
Job No:	2749855	Check Job #:	2750248	Prep:	STJIO	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	04/01/2016	Seq #:	1	Misc:		Inv Amt:	\$8,333.28
Due Date:	04/21/2016	Div:	DW	Tax Cd:		Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt:	NB	Addr:	R1	Tax2 Amt:	\$0.00
Post Date:	04/21/2016	Posted:	01	Chrg Cd:		Chrg Amt:	\$0.00
Chk Date:	04/21/2016	Ck No:	01087820	Sep Chk:	Y	Duty Cd:	\$0.00
						Duty Amt:	\$0.00
<hr/>							
Account #:	953000B-6132	Division:	DW	EN P/F Flag:		Item Rft:	
Description:	trng/consult	Units:	1.00	PR No.:			
Batch ID:	WDEG330D	Invoice #:	33116	Rel To:		Disc Amt:	\$0.00
PO #:		Secondary Ref.:		Status:	PD	Dist Amt:	\$1,304.68
Job No:	2737134	Check Job #:	2737534	Prep:	EYMON	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	03/31/2016	Seq #:	2	Misc:		Inv Amt:	\$1,304.68
Due Date:	03/31/2016	Div:	DW	Tax Cd:		Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt:	NB	Addr:	R1	Tax2 Amt:	\$0.00
Post Date:	03/31/2016	Posted:	01	Chrg Cd:		Chrg Amt:	\$0.00
Chk Date:	03/31/2016	Ck No:	01085124	Sep Chk:		Duty Cd:	\$0.00
						Duty Amt:	\$0.00
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Account #:	953083B-6132	Division:	DW	EN P/F Flag:		Item Rft:	
Description:	training	Units:	1.00	PR No.:			
Batch ID:	WDEG302A	Invoice #:	22616	Rel To:		Disc Amt:	\$0.00
PO #:		Secondary Ref.:		Status:	PD	Dist Amt:	\$625.00
Job No:	2721251	Check Job #:	2721480	Prep:	EYMON	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	02/26/2016	Seq #:	3	Misc:		Inv Amt:	\$625.00
Due Date:	03/03/2016	Div:	DW	Tax Cd:		Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt:	NB	Addr:	R1	Tax2 Amt:	\$0.00
Post Date:	02/29/2016	Posted:	01	Chrg Cd:		Chrg Amt:	\$0.00
Chk Date:	03/03/2016	Ck No:	01082568	Sep Chk:		Duty Cd:	\$0.00
						Duty Amt:	\$0.00
<hr/>							
Account #:	953083B-6132	Division:	DW	EN P/F Flag:	F	Item Rft:	
Description:	TRAINING NEW STAFF	Units:	30.00	PR No.:	W30404		
Batch ID:	WPEG127F	Invoice #:	12720162	Rel To:	0001	Disc Amt:	\$0.00
PO #:	W30404	Secondary Ref.:		Status:	PD	Dist Amt:	\$2,250.00
Job No:	2699965	Check Job #:	2700806	Prep:	EYMON	Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	01/27/2016	Seq #:	6	Misc:		Inv Amt:	\$2,343.74
Due Date:	01/28/2016	Div:	DW	Tax Cd:	4166	Tax Amt:	\$93.74
Rcvd Date:		Trans Fmt:	NB	Addr:	R1	Tax2 Amt:	\$0.00
Post Date:	01/28/2016	Posted:	01	Chrg Cd:		Chrg Amt:	\$0.00
Chk Date:	01/28/2016	Ck No:	01077722	Sep Chk:		Duty Cd:	\$0.00
						Duty Amt:	\$0.00

IFAS PROD
Transaction Report by Name
01/01/2016 - 10/20/2016

Person/Entity ID: 017685

Name: LEE, BRENDA M

Account	Division	Invoice No	Invoice Date	Status	Check No	Check Date	Dist Amount
Account #: 953083B-6132		Division: DW		EN P/F Flag:		Item Rft:	
Description: addition		Units: 1.00		PR No.:			
Batch ID: WDEG127E		Invoice #: 12720161		Rel To:		Disc Amt:	\$0.00
PO #:		Secondary Ref.:		Status: PD		Dist Amt:	\$1,386.71
Job No: 2699967		Check Job #: 2700806		Prep: EYMON		Disc Amt:	\$0.00
						Retail Amt:	\$0.00
Inv Date:	01/27/2016	Seq #: 10	Misc:				Inv Amt: \$1,386.71
Due Date:	01/28/2016	Div: DW			Tax Cd:	Tax Amt:	\$0.00
Rcvd Date:		Trans Fmt: NB	Addr: R1		Tax2 Cd:	Tax2 Amt:	\$0.00
Post Date:	01/28/2016	Posted: 01			Chrg Cd:	Chrg Amt:	\$0.00
Chk Date:	01/28/2016	Ck No: 01077722	Sep Chk:		Duty Cd:	Duty Amt:	\$0.00

REQUEST FOR SOLE SOURCE

TO: CHIEF PROCUREMENT OFFICER, COUNTY OF MAUI FINANCE DEPARTMENT

FROM: Department of Water Supply, Fiscal Division

(DEPARTMENT/DIVISION/BRANCH)

RE: REQUEST FOR SOLE SOURCE APPROVAL

PURSUANT TO 103D-306, and Subchapter 9, Chapter 3-122, HAR, the Department requests sole source approval to purchase the following (Description of goods, services, or construction):

Consultant project management services for implementation of a new customer information and billing system.

Name of Vendor: Brenda M. Lee

Cost: \$ 78,000 Term of Contract: From: January 1, 2016 To: June 30, 2016

Prior Sole Source Reference No.(s), if any: _____

- (1) The goods, services, or construction has the following unique features, characteristics, or capabilities:

The individual has a unique combination of skills, training and work experience. This work would occur after her retirement from County service. She is fully conversant with our operations, has a strong background in accounting, project management (see below)

- (2) How are the unique features, characteristics, or capabilities essential for the agency to accomplish its work:

Implementation of the new customer information and billing systems requires coordination between the software vendor, DWS staff, IT staff, Honolulu BWS staff and others. In addition, intimate knowledge of County procedures and policies is required. A project manager with the attributes previously described is vital.

(Attach Additional Sheets If Necessary)

(cont.) and system integration. She is familiar with DWS personnel, processes, accounting system requirements and has experience with system conversion and implementation.

SOLE SOURCE REF. NO. 16-32


- (3) The following other possible sources for the goods, services, or construction were investigated but do not met our needs because:

The software vendor could provide these services. Our assessment is that a technically qualified project manager without specific DWS process/procedure experience will not be able to efficiently manage this effort. Such an alternative will add to time, cost and employee effort.

Direct questions to: Paul Meyer Phone: 270-6193

A completed Notice of Sole Source is attached.

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TO THE BEST OF MY KNOWLEDGE TRUE, CORRECT AND THAT THE GOODS, SERVICES, OR CONSTRUCTION ARE AVAILABLE THROUGH ONLY ONE SOURCE.


Department/Agency Head

11/25/15
Date

Authorized Designee (if any)

Title:

Date

CHIEF PROCUREMENT OFFICER'S COMMENTS:

Please ensure adherence to applicable administrative and statutory requirements. This expenditure may be processed through a purchase order:

Yes ____ No ____ . If no, a contract must be executed and funds certified.

☒ APPROVED ☐ DENIED


CHIEF PROCUREMENT OFFICER

11/30/15
Date

SOLE SOURCE REF. NO. 16-33

NOTICE OF SOLE SOURCE

The Chief Procurement Officer is in the process of reviewing the request from the department of
Water Supply

for the sole source purchase of the following goods, services, or construction:

Provide services for procurement of computer software acquisition, data conversion,
modification and system installation. Also, secure maintenance for carryover software for the
existing billing system program from manufacturer.

Name of Vendor: Brenda M. Lee

Address: 370 Liholiho St., Wailuku, HI 96793

Cost: \$ 78,000 Term of Contract: From: January 1, 2016 To: June 30, 2016

Direct Any Inquiries To:

Name/Title: Paul Meyer, Deputy Director

Phone No.: 270-6193

Address: 200 South High St., 5th Floor

Wailuku, HI 96793

Fax No.: 270-8280

11/30/15
Date Notice Posted

A copy of this notice of intent shall be posted by the Chief Procurement Officer and the purchasing agency in an area accessible to the public at least seven calendar days prior to any approval action.

Submit written objections to this notice of intent to issue a sole source contract within seven calendar days from the date this notice was posted to:

Chief Procurement Officer
County of Maui Finance Department
200 South High Street
Wailuku, Maui, HI 96793

SOLE SOURCE REF. NO. 16-32

Certificate of Exemption from Civil Service

Contract No. _____

[Original to be placed in contract file; copy attached to Contract Request Form.]

The undersigned certifies that the services provided under this Contract, and the person(s) providing the services under this Contract are exempt from civil service, pursuant to §76-77, Hawaii Revised Statutes ("HRS"), as follows:

Check applicable exemption:

☐ Exemption under HRS §76-77(7) requires a determination that the service provided under the Contract is exempt from civil service because the contract period is for one year or less and the service is:

1. Special or unique;
2. Is essential to the public interest; and
3. Personnel to perform the service cannot be recruited through normal civil service procedures.

☒ Exemption under HRS §76-77(12) requires a determination that the service provided under the Contract is exempt from civil service because:

1. Work is on a fee, contract, or piecework basis;
2. The duties may lawfully be performed concurrently with the provider's private business, if any;
3. The duties require only a portion of the provider's time (as for example, when the services are provided intermittently); and
4. It is impracticable to ascertain or anticipate the portion of time devoted to the service of the County.

☐ Exemption under HRS §76-77(16) requires a determination that the service provided under the Contract is exempt from civil service because it is a contract for building, custodial, and grounds maintenance services with either:

1. Private persons or entities for services lasting no more than one year and at a cost of no more than \$750,000; or
2. Services with qualified community rehabilitation programs, as defined in HRS §103D-1001, lasting for no more than a year and at a cost of no more than \$850,000.

Signature

Date

Print name

Print title

I certify that the services to be provided under this Contract, and the person(s) providing the services under this contract are exempt from the civil service, pursuant to HRS76-77.

Signature

Date

Print name

Director

Department of Personnel Services

Que Business Solutions LLC

370 Liholiho St.
Wailuku, Hi 96793
808-281-6632

#1272016T

To: Dept Water Supply
Ms. Holly Ho
200 S. High St., 5th Floor
Wailuku, Hawaii 96793

INVOICE

Date: January 27, 2016

Reference:

Additional

Item	Description	Qty	Amount
1	Consultation Training 14 hours additional	14	1,050.00
2	Consultation Chair White/Council	3.75	281.25
Subtotal			1,331.25
Tax			55.46
Total			1,386.71

Remit to: Que Business Solutions, 370 Liholiho St., Wailuku, Hi 96793

COUNTY OF MAUI
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING

Attach separate specification sheet if necessary. Allow one week for processing within Purchasing.

Que Business Solutions LLC

370 Liholiho St.
Wailuku, HI 96793
808-281-6632

12720162

To: Dept Water Supply
Ms. Holly Ho
200 S. High St., 5th Floor
Wailuku, Hawaii 96793

INVOICE

Date: January 27, 2016

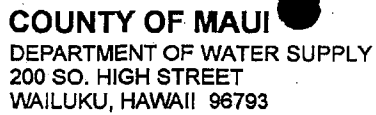
Reference:

W30404

Item	Description	Qty	Amount
1	Consultation Training 4 weeks, 12 hours/wk (less 1 holiday)	30	2,250.00
2	Consultation Chair White/Council	0	-
Subtotal			2,250.00
Tax			93.74
Total			2,343.74

ok for
Holly Ho

Remit to: Que Business Solutions, 370 Liholiho St., Wailuku, HI 96793



This order number must show on
all invoices, packing lists, etc.

Page 1 of 1

DBA QUE BUSINESS SOLUTIONS
370 LIHOLIHO STREET
WAILUKU, HI 96793

SEND INVOICE IN COUNTY OF MAUI
TRIPPLICATE TO: DEPT OF WATER SUPPLY
200 SOUTH HIGH STREET
WAILUKU, HI 96793

AUTHORIZED PURCHASING AGENT

PRINT

SIGN

RECEIVING COPY

SUBJECT TO COUNTY OF MAUI PURCHASE
ORDER TERMS AND CONDITIONS FOUND AT
WWW.CO.MAUI.HI.US

**COUNTY OF MAUI
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING**

Attach separate specification sheet if necessary. Allow one week for processing within Purchasing.

FORM DFR-1 (04/07)

S drive:All\DWS Purchasing\DWS Purchasing Forms

Que Business Solutions LLC

370 Liholiho St.
Wailuku, HI 96793
808-281-6632

To: Dept Water Supply
Ms. Holly Ho
200 S. High St., 5th Floor
Wailuku, Hawaii 96793

INVOICE

Date: February 26, 2016

Reference:

Additional

Item	Description	Qty	Amount
1	Consultation Training	8	600.00
Subtotal			600.00
Tax			25.00
Total			625.00

**COUNTY OF MAUI
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING**

REQUISITION FOR SERVICES, MATERIALS, SUPPLIES & EQUIPMENT

Attach separate specification sheet if necessary. Allow one week for processing within Purchasing.

PURCHASING OFFICE COPY

MAR 01 2015

F129-16

S drive:AIWDWS Purchasing\DWS Purchasing Forms

Que Business Solutions LLC

370 Liholiho St.
Wailuku, Hi 96793
808-281-6632

To: Dept Water Supply
Ms. Holly Ho
200 S. High St., 5th Floor
Wailuku, Hawaii 96793

INVOICE

Date: March 31, 2016

Reference:

Additional

Item	Description	Qty	Amount
1	Consultation-Training	16.7	1,252.50
			-
		Subtotal	1,252.50
		Tax	52.18
		Total	1,304.68

Remit to: Que Business Solutions, 370 Liholiho St., Wailuku, Hi 96793

**COUNTY OF MAUI
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING**

Attach separate specification sheet if necessary. Allow one week for processing within Purchasing.

F157-16

MAR 30 2016

FORM DFR-1 (04/07)

S drive: A\\DWS Purchasing\\DWS Purchasing Forms

Que Business Solutions LLC

370 Liholiho St.
Wailuku, HI 96793
808-281-6632


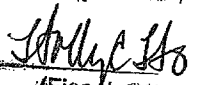
To: Dept Water Supply
Ms. Holly Ho
200 S. High St., 5th Floor
Wailuku, Hawaii 96793

INVOICE

Date: April 1, 2016

Reference:

Contract

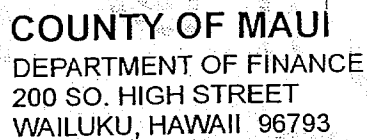
Item	Description	Qty	Amount
1	CCB Project Payment 1	1	8,000.00
<div>APPROVED:  (Director)  (Fiscal Officer)</div>			
Subtotal			8,000.00
Tax			333.28
Total			8,333.28

W60869

PEID# 017685

9530838-6132/1026-703 .33 Apr

Remit to: Que Business Solutions, 370 Liholiho St., Wailuku, HI 96793



59-102
1213

Check Date 04/21/16

PAY THIS AMOUNT

\$ *****8,333.28

VOID AFTER 6 MONTHS FROM DATE OF ISSUE

BRENDA M LEE
DBA QUE BUSINESS SOLUTIONS
370 LIHOLIHO STREET
WAILUKU, HI 96793


DIRECTOR OF FINANCE

01087820 1: 1213010281: 0060 037825

COUNTY OF MAUI

CHECK-NO.
01087820

Que Business Solutions LLC

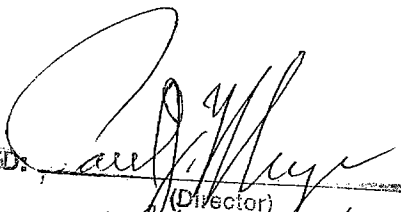
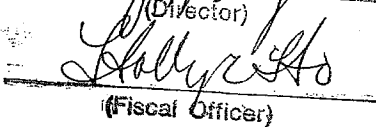
370 Liholiho St.
Wailuku, Hi 96793
808-281-6632

To: Dept Water Supply
Ms. Holly Ho
200 S. High St., 5th Floor
Wailuku, Hawaii 96793

INVOICE

Date: May 1, 2016

Reference: WC0869 Payment 2

Item	Description	Qty	Amount
1	CCB Project Payment per contract	1	8,000.00
<p>APPROVED:  (Director)</p> <p> (Fiscal Officer)</p>			
WC0869. \$8,333.36 GSA.		Subtotal	8,000.00
PEID 017685 ✓		Tax	333.36
953083-6132/1026-703 ✓ .33(1)		Total	8,333.36

Remit to: Que Business Solutions, 370 Liholiho St., Wailuku, Hi 96793

VENDOR ACCT NO.	CHECK DATE	CHECK TOTAL	VENDOR NO.	CHECK NO.
WCMG428A	04/28/16	8,333.36	017685	01088365

Que Business Solutions LLC

370 Liholiho St.
Wailuku, HI 96793
808-281-6632

To: Dept Water Supply
Ms. Holly Ho
200 S. High St., 5th Floor
Wailuku, Hawaii 96793

INVOICE

Date: May 23, 2016

Reference:

052016 Exp

Item	Description	Qty	Amount
1	CCB Project-Expense Reimbursement Kauai-Service Cloud design One night hotel & parking	1	186.33
Subtotal			186.33
Tax			-
Total			186.33

PEID 017685
953083-6132/1026-703

Remit to: Que Business Solutions, 370 Liholiho St., Wailuku, HI 96793

NO. 100-11-1

APPROVED: 10/10/06
DATE: 10/10/06
TIME: 10:00
BY: [Signature]
FOR: [Signature]

APPROVED: 10/10/06
DATE: 10/10/06
TIME: 10:00
BY: [Signature]
FOR: [Signature]

APPROVED: 10/10/06
DATE: 10/10/06

10/10/06	1	10.00
10/10/06	1	25.00
10/10/06	1	10.00
10/10/06	1	10.00

10/10/06



05-20-16

Brenda Lee
370 Liholiho St
Wailuku HI 96793
United States

Room No. : 0338
Arrival : 05-19-16
Departure : 05-20-16
Page No. : 1 of 1
Folio No. :
Conf. No. : 254428
Cashier No. :
User ID : KWONG
MRW # :

INFORMATION INVOICE

A/R Number :
Group Code :
Company Name :

Date	Description	Charges	Credits
05-19-16	Deposit Transfer at C/I		
05-19-16	eChannels - Adv Purchase		139.50
05-19-16	Room Tax 4.166%	123.00	
05-19-16	Accommodation Tax 9.25%	5.12	
05-19-16	Destination Fee	11.38	
05-19-16	Misc Tax	20.00	
		0.83	
	Total	160.33	139.50
	Balance	20.83	

Guest Signature _____

On behalf of Booking.Com, thank you for choosing Courtyard by Marriott Kauai at Coconut Beach.

Courtyard by Marriott Kauai At Coconut Beach
650 Aleka Loop, Kapaa, HI 96746
Tel 808-822-3455 Fax 808-822-0035

**COUNTY OF MAUI
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING**

Attach separate specification sheet if necessary. Allow one week for processing within Purchasing.

FORM 1041 (DU07)

F-192

Que Business Solutions LLC

370 Liholiho St.
Wailuku, HI 96793
808-281-6632

PE ID# 017685

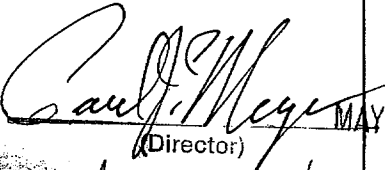

To: Dept Water Supply
Ms. Holly Ho
200 S. High St., 5th Floor
Wailuku, Hawaii 96793

INVOICE

Date: June 1, 2016

Reference:

WC0869 Payment 3

Item	Description	Qty	Amount
1	CCB Project Payment per contract	1	8,000.00
<div>APPROVED:  (Director) MAY 24 2016</div> <div> (Fiscal Officer)</div>			
Subtotal			8,000.00
Tax			333.36
Total			8,333.36

WC0869 8333.36 G3A
PEID 017685
953083-6132/1026-703 .00(1)✓

Remit to: Que Business Solutions, 370 Liholiho St., Wailuku, HI 96793

VENDOR ACCT NO.	CHECK DATE	CHECK TOTAL	VENDOR NO.	CHECK NO.
WCMG526A	05/26/16	8,333.36	017685	01091647

QUE Business Solutions LLC

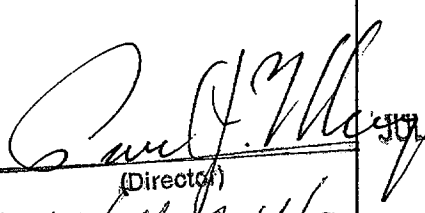
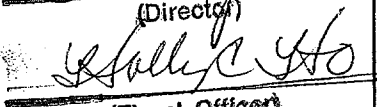
370 Liholiho St.
Wailuku, Hi 96793
808-281-6632
PEID #017685

To: Dept Water Supply
Ms. Holly Ho
200 S. High St. 5th Floor
Wailuku, Hi 96793

INVOICE

Date: 7/1/2016

Reference WC0869 Payment 4

Item	Description	Qty	Amount
1	CCB Project Payment per contract	1	15,000.00
<p>APPROVED:  2016 (Director)</p> <p> (Fiscal Officer)</p>			
Subtotal			15,000.00
Tax (4.167)			625.05
Total			15,625.05

953083 B-6132/1026-703
#017685 .28(2)

Remit to: Que Business Solutions LLC, 370 Liholiho St., Wailuku, 96793

VENDOR ACCT NO.	CHECK DATE	CHECK TOTAL	VENDOR NO.	CHECK NO.
WCMH707A	07/07/16	15,625.05	017685	01097045

QUE Business Solutions LLC

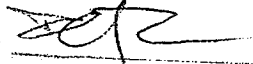
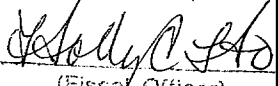
370 Liholiho St.
Wailuku, Hi 96793
808-281-6632
PEID #017685

To: Dept Water Supply
Ms. Holly Ho
200 S. High St. 5th Floor
Wailuku, Hi 96793

INVOICE

Date: 7/31/2016

Reference WC0869 Payment 5

Item	Description	Qty	Amount
1	CCB Project Payment per contract	1	13,000.00
<p>APPROVED:  JUL 29 2016 (Director)</p> <p> (Fiscal Officer)</p>			
Subtotal			13,000.00
Tax (4.167)			541.71
Total			13,541.71

953083 B-6132/1026-703
#D17685 .24(2) GBA July

Remit to: Que Business Solutions LLC, 370 Liholiho St., Wailuku, 96793

VENDOR ACCT NO.	CHECK DATE	CHECK TOTAL	VENDOR NO.	CHECK NO.
WCMH804A	08/04/16	13,541.71	017685	01099816


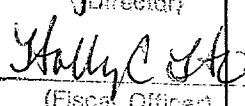
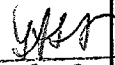
QUE Business Solutions LLC

370 Liholiho St.
Wailuku, Hi 96793
808-281-6632
PEID #017685

To: Dept Water Supply
Ms. Holly Ho
200 S. High St. 5th Floor
Wailuku, Hi 96793

INVOICE
Date: 8/31/2016

Reference WC0869 Billed Hours
August

Item	Description	Qty	Amount
1	CCB Project Payment per contract August Billed on hours worked: Week 1-Aug 1 - 6; 20 hours Week 2-Aug 7-10; 20 hours	40	3,000.00
<div>APPROVED:  (Director)  (Fiscal Officer)</div>		APPROVED: 	
		INDEX: 953083B	
		SUBJECT: 6129	
		PROJECT: 1026	
		SUBPHASE: 703	
		WC0869 PEID# 017685 GSA.	
		.08¢ .01(1)	
		3124.93 .06(2)	
		Subtotal	3,000.00
953083 B-6132/1026-703		Tax (4.167)	125.01
		Total	3,125.01

Remit to: Que Business Solutions LLC, 370 Liholiho St., Wailuku, 96793

Que Business Solutions LLC

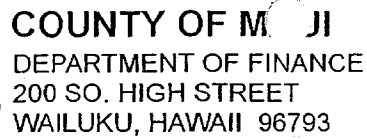
370 Liholiho St., Wailuku, Hi 96793; 808-281-6632

Proposal

The information set forth below shall be governed by the consultant agreement between, Department of Water Supply, County of Maui, "Client", and the "Consultant", Que Business Solutions.

1. Effective Date. The effective date of this agreement commences March 1, 2016 through October 31, 2016 for a period of seven months, excluding the month of August. Extensions to the term shall be month to month as mutually agreed upon by both parties. Work performed in August 2016 will be billed separately on an hourly basis.
2. Compensation.
 - Commencing on March 1, 2016, compensation for the term of this agreement is \$78,000.00 USD plus 4.167 GET payable as follows:
April 1, 2016 - \$8000.00 + 333.36 = \$8333.36
May 1, 2016 - \$8000.00 + 333.36 = \$8333.36
June 1, 2016 - \$8000.00 + 333.36 = \$8333.36
July 1, 2016 - \$15,000.00 + 625.05 = \$15,625.05
July 31, 2016 - \$13,000.00 + 541.71 = \$13,541.71
September 30, 2016 - \$13,000.00 + 541.71 = \$13,541.71
October 31, 2016 - \$13,000.00 + 541.71 = \$13,541.71
 - Compensation for any extensions to this contract are made at \$13,000.00
 - ◆ per month, or prorated for services performed at less than one full month. A contract month is equivalent to a calendar month.
 - For services agreed to and performed on less than a monthly basis, August 2016, compensation is based hourly at a rate of \$75.00 per hour plus GET stated above.
3. Performance. The consultant is engaged to perform the services of Project Manager relative only to the acquisition and implementation of a new Utility Billing-Customer Information System for the Department of Water Supply, County of Maui.

////


$$\frac{59-102}{1213}$$

Check Date 09/01/16

VOID AFTER 6 MONTHS FROM DATE OF ISSUE

BRENDA M LEE
DBA QUE BUSINESS SOLUTIONS
370 LIHOLIHO STREET
WAILUKU, HI 96793


DIRECTOR OF FINANCE

01102457 1:121301028: 0060 037825

COUNTY OF MAUI

VENDOR ACCT NO.	CHECK DATE	CHECK TOTAL	VENDOR NO.	CHECK NO.
WCMH901A	09/01/16	3,125.01	017685	01102457

QUE Business Solutions LLC

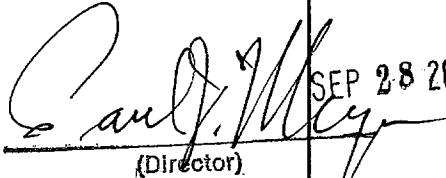

370 Liholiho St.
Wailuku, Hi 96793
808-281-6632
PEID #017685

To: Dept Water Supply
Ms. Holly Ho
200 S. High St. 5th Floor
Wailuku, Hi 96793

INVOICE

Date: 9/30/2016

Reference WC0869 Payment ~~8~~7

Item	Description	Qty	Amount
1	CCB Project Payment per contract	1	13,000.00
<div>APPROVED:  SEP 28 2016 (Director)  (Fiscal Officer)</div> <div>APPROVED: _____ INDEX: <u>9530830</u> SUBJECT: <u>6132</u> PROJECT: <u>1026</u> SUBPHASE: <u>703</u> <u>#017685 \$13541.71 .24(2)</u></div>			
Subtotal			13,000.00
Tax (4.167)			541.71
Total			13,541.71

953083 B-6132/1026-703

Remit to: Que Business Solutions LLC, 370 Liholiho St., Wailuku, 96793

VENDOR ACCT NO.	CHECK DATE	CHECK TOTAL	VENDOR NO.	CHECK NO.
WCMH929A	09/29/16	13,541.71	017685	01104381