

FOR INFORMATION AND DISCUSSION

I. SUBJECT

Request by the State of Hawai‘i, Department of Public Safety (“PSD”) for Project Management Assistance for the Construction and Expansion of Kitchen Facilities and Other Related Interim and Permanent Improvements Located at the State of Hawai‘i, Women’s Community Correctional Center (“WCCC”) Located at 42-477 Kalaniana‘ole Highway, Kailua, Oahu, Hawai‘i 96734, and Further Identified by Oahu Tax Map Key Number (1) 4-002-003:004.

II. BACKGROUND

The Strategic Plan, adopted by the HCDA Board in November 2022 (“Strategic Plan”) recognized that state agencies have a need for additional infrastructure or facilities to effectively implement their legislative mandate, and might need assistance, which HCDA can provide as a strategic direction for HCDA.

In 2022, the Chief Planner of PSD approached the Hawai‘i Community Development Authority (“Authority” or “HCDA”) Executive Director. PSD has initiated a planning and design project to expand the existing kitchen facilities and upgrade infrastructure at the WCCC. The Chief Planner of PSD had inquired if HCDA would be able to assist PSD in the bidding, contracting, and construction of the newly designed kitchen expansion project. The project is described more fully below.

The request by PSD illustrates HCDA’s continued collaborative role in assisting other state agencies, which aligns with the Strategic Plan.

III. DISCUSSION

The project is the construction of a new kitchen facility and infrastructure improvements located at the WCCC. The planned upgrades and improvements will include a new stand-alone kitchen building of approximately 13,000 square feet.

The project will serve two purposes:

First, the new and expanded kitchen will supply up to 1,400 meals a day and will serve as the preparation site for food service support for approximately 501 inmates and storage facility. The kitchen facility improvements are critical to serve the additional inmate housing units being constructed at the WCCC. The existing infrastructure servicing the new kitchen building will also be upgraded for increased capacity and resiliency. This includes emergency power, fuel storage, and upgrades to the grease interceptors.

Second, the new and expanded kitchen will support the transition of inmates from incarceration to the community. The PSD and the Kapiolani Community College (“KCC”) Culinary Arts Program jointly conduct a culinary program at WCCC for

selected inmates. In this program, participants receive training in culinary skills and food service preparation. Graduates of this program have gone on to further their careers in food service and hospitality following their release from the WCCC. More than just teaching culinary skills, this program teaches participants life skills that are important for transitioning to the community. The new kitchen will increase the capacity of this joint culinary program. It is also hoped that this program, and programs similar to this one, will reduce the recidivism rate.

The projected cost for the new kitchen building and infrastructure is estimated at \$17.6 million, with a projected completion of construction in September of 2025, pending an appropriation of CIP funds.

HCDA seeks to work collaboratively with and assist PSD in the bidding, contracting, and construction of the new kitchen expansion and related infrastructure improvements project.

The scope of the collaboration and assistance is being discussed, but the initial terms are as follows:

- HCDA and PSD will enter into a memorandum of agreement to memorialize the respective general roles and responsibilities of each agency for this and other projects, with the project-specific details contained in exhibits;
- The fees for the HCDA's assistance will be based on the DAGS fee schedule;
- The funds for the construction will be transferred to HCDA;
- HCDA will, with input from PSD, procure the design-build contractor;
- A construction manager will also be procured by HCDA to oversee the construction; and
- HCDA will be the contracting party for the design-build contractor and the construction manager.

Staff capacity exists to assist PSD. We estimate 0.5 to 0.75 FTE for the project, with the most time expended at the front end of the project for development of the memorandum of agreement, procurement documents, and kickoff.

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