

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
ANNUAL REPORT ON GOALS, OBJECTIVES AND POLICIES

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Program ID/Title: AGS 221 / Public Works – Planning, Design, and Construction

Contact Person/Phone James K. Kurata / 586-0526

I. Goal

Improve the quality of construction and renovation of facilities.

II. Objectives and Policies

A. #1 – Acquire quality design for construction and renovation of facilities.

1. Continue to update requirements for design consultants contained in the Design Consultant Criteria Manual (DCCM). Implement new requirements mandated by law, codes, regulations, and ordinances, etc.
2. Continue to educate users, consultants, suppliers, contractors, and others on DAGS standards, project specifications, budgetary constraints, policies and procedures to promote clear understanding of requirements and realistic expectations for projects. Meet with professional architectural/engineering and construction industry organizations on a regular basis to obtain technical and administrative feedback.
3. Expand use of database software (such as Google Drive) for a document storage and retrieval system that will facilitate coordination and tracking of DAGS-PWD/user agency design phase work tasks such as design submittal reviews.

B. #2 – Improve construction performance criteria

1. Continue to investigate alternative procurement methods for construction awards with consideration given to bidders' experience and qualifications, past performance, capacity to do the work, and other criteria rather than base awards primarily on low bid.
2. Closely monitor and advise consultants of desired outcomes for satisfactory or better performance.
3. Initiate more efficient and paperless communication, verification, and archiving per the Governor's eSign initiative and improving on the way government conducts business.

- C. #3 – Incorporate the LEED (Leadership in Energy and Environmental Design), building commissioning process, and as required by Act 155, SLH 2009 (hereinafter “Act 155”) conduct retro-commissioning for buildings over 5,000 square feet in size or using more than 8,000 kilowatts per year. Continue to perform energy efficiency/conservation projects for DAGS buildings and for other User Agency facilities as requested and as funding permits.

III. Action Plan with Timetable

- A. Objectives/Policy #1 – Acquire high quality design for construction and renovation of facilities.

1. Past Year Accomplishments

- a. Objective #1.2 – Continue meetings and discussions with the General Contractors Association (GCA), the Building Industry Association (BIA), the Associated Builders and Contractors, Inc. (ABC), the Subcontractors Association of Hawaii (SAH), the American Council of Engineering Companies of Hawaii (ACECH), and other government agencies to share information and update parties on policies and procedures regarding design and construction matters.
- b. Objective #1.3 – Implemented an online plan retrieval system. Digitized and indexed plan documents and trained users on the use of the system.
- c. Public Works personnel continue to participate in online on-demand workshops on State Procurement procedures to be in compliance with State Procurement Office requirements and departmental requirements.
- d. Continued Web Project Management training for PWD staff on use of project collaboration solution. Began implementing design comment review process for pilot design projects.
- e. Continued training key PWD personnel on Emergency Response Plans and Debris Management to ensure PWD will be able to support State Civil Defense following a natural or man-made catastrophic disaster.

f. Presented with the following Department service awards:

Christine Kinimaka, Engineer (Buildings) VI – DAGS 2015 Employee of the Year Award; nominated for Governor’s Award 2015 Employee of the Year.

2. One year – Bi-annual update of DCCM to improve project delivery timeliness, quality, cost and efficiency on design and construction performance. Continue to update the PWD internet website to provide user-friendly access to forms, instructions and information for clients and contractors. Continue to train staff on sustainable design (e.g., LEED) and commissioning/retro-commissioning processes. Continue staff, consultant, and client training in utilizing the project collaboration platform. Roll out web interface for submission of professional services qualification information and materials.

As budget permits, replace outmoded equipment and software.

3. Two years – Continue to improve website information tailored to the needs of the design and construction communities. Continue to refine DCCM. Continue staff training to improve skills and service. Utilize the project collaboration platform for all projects initiated by DAGS Public Works Division. Subject to funding, develop and implement a Public Works Construction and Facility Management Plan in conjunction with the Central Services Division.

4. Five years – Upgrade the computerized automated project database and recordkeeping systems. Continue to evolve the website according to industry standards.

B. Objectives/Policy #2 – Improve construction performance criteria

1. Past Year Accomplishments

(a) Objective #2.1 – Continued to explore other construction procurement methods as alternatives to the low bid method. Statewide ESPC encompassing additional Oahu state office buildings and neighbor island State office buildings is ongoing with an estimated contract amount of \$22.0 million. Issued a Request for Proposal (RFP) to provide a district-wide cooling system for State facilities in the State Capital District, Preparation of a Request for Proposal to upgrade the Aloha Stadium facility and site underway.

Continued use of “Indefinite Quantity Contracting” for the installation of Disaster Warning and Communication System Devices (sirens) statewide with geographic contracts. The geographic contracts were procured to allow for the most competitive pricing for each geographic region rather than doing a statewide contract.

- (b) Objective #2.2 – Change evaluation of consultant performance from once at the end of the project to twice. Consultant will be evaluated at the end of the design/bid phase and at the end of the construction phase.
 - (c) Objective #2.3 – Continued staff training in various construction methods/topics such as basic ventilation, air conditioning, collaborative project management, first aid, and safety when funds are available or as needs arise.
 - (d) Objective #2.4 – Initiated Office 365 pilot for the Public Works Division field staff to use on their tablets for jobsite reports.
2. One year – Continue to evaluate alternative procurement methods to low bid awards. Implement a pilot project to procure using Hawaii Electronic Procurement System (HePS) electronic bidding system. Evaluate feasibility of the HePS procurement system for construction projects.

Determine if the District Cooling RFP provided a feasible alternative for implementation. Continue to support Aloha Stadium’s efforts to issue the RFP to upgrade the Aloha Stadium facility and site.

3. Two years – Bid out all projects using an electronic procurement system instead of the current hard copy sealed bids. Determine appropriate alternative procurement methods for various situations. Provide customer service training for staff. Obtain outside trainers for in-house staff training if necessary.

Complete transactions for all project business with online archiving and services.

4. Five years – Increase utilization of online collaboration construction management platform to expedite the decision-making process and overall project delivery process from bidding out projects, initiating projects in the planning stage, implementing the design process, improving construction management, and ensuring quality control.

- C. Objective/Policy #3 – Incorporate the LEED (Leadership in Energy and Environmental Design), building commissioning process, and as required by Act 155, conduct retro-commissioning for buildings over 5,000 square feet in size or using more than 8,000 kilowatts per year, and expand the use of energy savings performance contracting. Continue to do energy efficiency/conservation projects for DAGS buildings and for other user agency facilities as funding permits.

1. Past Year Accomplishments:

- a. Statewide Energy Savings Performance Contracting (ESPC) encompassing additional Oahu State office buildings and neighbor island State office buildings is ongoing with an estimated contract amount of \$22.0 million. Issued a Request for Proposal to provide a district-wide cooling system for State facilities in the State Capital District. The issuance of this RFP will determine if there are cheaper alternatives to conventional heating, ventilation, and air conditioning (HVAC) systems.
- b. The following LEED and energy efficiency/conservation related projects are currently under design:
 - Kona Judiciary Complex
- c. Continued construction of DAGS Facilities, ESPC for other Oahu facilities and neighbor island State facilities during FY 2015.
- d. The following LEED and energy efficiency/conservation related project are currently under construction:
 - Aina Haina Public Library, Renovation of Photovoltaic System
 - Keelikolani Building, Install Photovoltaic System and Replace Upper Roof
 - DAGS Hawaii District, Hilo Base Yard
 - Kamamalu Building, Renovation
 - Waimano Ridge, Improvements to Buildings and Site
 - New Nanakuli Public Library
- e. The following LEED and energy efficiency/conservation related projects completed construction during FY2015:
 - DAGS Automotive Division's Vineyard Garage (Lot V), New Photovoltaic System.
 - Waimea Public Library, Install Photovoltaic System

2. One year:
 - a. Continue to refine LEED, building commissioning, and retro-commissioning processes during the design and construction phases of selected projects. Install photovoltaic systems on various State buildings as opportunities arise.
 - b. Review/evaluate/assess “lessons learned/results” for selected pilot projects that incorporated LEED, building commissioning, during the design and construction phases to determine benefits and costs.
 - c. Continue working on the Statewide ESPC program that includes other Oahu State facilities and neighbor island State facilities.
 - d. Evaluate the results of the District Cooling RFP issued this past year to determine if there are feasible alternatives to conventional HVAC for implementation.
3. Two years – Continue to plan, design and construct energy and cost efficient buildings. Refine design requirements, methodology, incorporate new technology and material. Subject to funding, implement the recommendations of the retro-commissioning investigations conducted for the public libraries. Develop and implement an Energy Conservation Implementation Plan in conjunction with the Central Services Division. The DAGS Public Buildings, Statewide, Energy Conservation Planning project was started for this purpose.
4. Five years – Develop and implement revised Policies and Procedures and/or changes to the DCCM on the use of LEED/energy initiatives, and building commissioning and retro-commissioning processes as appropriate during the design and construction phases for other projects. Retro-commission public buildings every five (5) years as required by Act 155, subject to funding being made available.

IV. Performance Measures

A. Customer Satisfaction Measure

Acquire high quality construction and renovation of facilities.

1. Review, evaluate and measure user and staff ratings of consultants and contractors for all projects through customer satisfaction surveys and polling.

2. Obtain, analyze and record evaluations from user agencies on the performance of consultants, contractors and project results.
3. Follow-up with consultants and contractors with less than satisfactory ratings and results.

B. Program Standard Measure

Acquire good quality construction and renovation of facilities.

1. Obtain feedback from users on the quality of workmanship.
2. Obtain feedback from users on the amount of maintenance required post-construction/renovation compared with maintenance prior to construction.
3. Continue to measure and evaluate the number and types of change orders.
4. Measure and evaluate the project schedules.

C. Cost Effectiveness Measure

Acquire high quality construction and renovation of facilities.

1. Continue to evaluate changes in the amount and types of change orders during construction.
2. Measure and evaluate the number of projects that are completed on schedule and within budget.