



STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

P.O. BOX 119, HONOLULU, HAWAII 96810-0119

State Capitol Management Committee (SCMC) Meeting
Wednesday, March 7, 2018
9:00 a.m.

State Capitol Building, Conference Room 414
415 South Beretania Street
Honolulu, Hawaii 96813

MINUTES

Attendees: See attached roster.

1. Call to Order: 9:06 a.m.
2. Introductions and Public Comments
 - a. Committee members and guest introduced themselves
3. Review and Approve Minutes of the November 3, 2016 Meeting
 - a. Mr. Shimomura made a correction to Item No. 8.a.i.
 - b. Representative Evans moved to accept the minutes as corrected.
 - c. Ms. Taniguchi seconded the motion and the Minutes were unanimously approved
4. Elect a Chairperson
 - a. Senator Rhoads was nominated by Representative Evans.
 - b. Mr. Tanonaka seconded the motion and it was unanimously approved.
5. CIP Report
 - a. Current – Fifth Floor Roof Renovation
Mr. Shimomura reported that this project is almost complete. The work will resume after this Session ends and should be completed around September. Representative Evans asked how much did this cost. Mr. McCartney requested the exact costs, since he knows that there were unexpected issues, which, would include additional costs. Please also provide the scope of work. Mr. Shimomura responded that he will find out and report back to the committee.

Representative Evans asked if there is a list of priority projects for the State Capitol. Mr. Shimomura responded that he will put one together for the committee.

b. Future – Fourth Floor Lanai

Mr. Shimomura reported that the project was recently awarded and they are working on finalizing the contract. The work consists of fixing the spalling and drainage issues. This is a 2-year project, which will start after this Session ends, then, stop during the 2019 Session, and resume after the end of that Session and; hopefully, be completed by the start of the 2020 Session. Representative Evans asked if the contractor will be putting up plywood to cover the glass for privacy and noise issues. Mr. Shimomura responded that it can be brought up at the pre-construction meeting with the contractor. Senator Rhoads asked how much will this cost. Mr. Shimomura responded that he will find out and report back to the committee.

Future – Reflecting Pond Water Feature

Per Mr. Shimomura, a consultant has been selected. Right now the budget covers only the consultant. Then once the design is finished, we'll have a better idea of how much the construction part will cost to submit for a budget request. This project also includes the checking of the structural integrity of the building. Mr. McCartney said that the appearance needs to be fixed, so the people are proud of it. Maybe it shouldn't only be a DAGS solution, but make it a project and include the State Foundation on Culture and the Arts (SFCA) and some kind of community outreach so they are involved to create ownership and feel good about it. If we could get different community people involved to show that the State Capitol is not only for elected officials. We should also check with the other legislators to see what they think. Mr. Shimomura added that the State Historic Preservation Division (SHPD) would need to be involved. Senator Rhoads suggested the next meeting be held in 2-3 weeks, after speaking to SHPD to see what they will allow us to do and asking the consultant to provide a short report to see what can be done, to see what direction we should go in.

6. SCMC Mission

- a. Representative Evans suggested making a mission statement for this committee that includes our ultimate mission and goal, to create a safe work environment and a friendly place for the community to come. Ms. Kam mentioned that there is a preamble to the Act which summarizes the goals of the committee. Representative Evans will work on a draft reaffirming our mission for the committee's review, then posting to the SCMC website.

7. Other Business

- a. Janitorial Services – Representative Evans asked if there could be additional janitors assigned to the building during the Legislative session. Mr. Shimomura responded that during session, we bring in one additional janitor who is assigned to the 4th floor.

The only way to increase service would be to contract out or pull janitors from other

buildings. We cannot hire emergency hires without a position number. She motioned to have the SCMC recommend to the WAM and Finance Chair to include two (2) temporary additional janitorial positions effective the 2019 Legislative session and beyond. Mr. McCartney second the motion, it was unanimously approved.

Mr. Tanonaka mentioned that besides the Session period, there are a lot of after-hours/weekend events that we invite people to use this building. We should also recognize other impacts and unrecognized costs, such as security staffing, in addition to custodial services. Senator Rhoads requested that the committee talk more about this at the next meeting.

- b. Elevator Issues – Representative Evans asked when the elevators are going to be replaced. Mr. Shimomura responded, that, it will be on the priority list.
- c. Carpet Issues – Senator Rhoads mentioned that the carpets throughout the building has not been replaced in years. Mr. Shimomura responded that carpeting does not qualify for CIP.
- d. Security – Senator Rhoads brought up the issue of the State Capitol being so open. Mr. Tanonaka mentioned that the Speaker of the House referred a deferred Bill that addresses different elements to enhance Capitol security to the SCMC to come up with recommendations for the 2019 Legislative Session. Senator Rhoads requested that we discuss this at future SCMC meeting. Mr. McCartney added that he would like to hear from Public Safety (PSD) on how we can beef up physical presence around the Capitol to deter potential issues.
- e. Power Outage – Representative Evans mentioned that when the power went out recently, there were no lights in the stairwell. It was pitch black and that is unacceptable. She said that the stairwells should have battery-operated lights and the backup batteries should be tested regularly. Mr. Shimomura explained that the way the building was designed, when the power goes out, the generator is supposed to kick on automatically; however, there was a problem with the generator circuit that has since been fixed. Representative Evans stated that the generators should be tested weekly.
- f. Ms. Sonobe-Hong from PSD requested that the next Agenda include their report on the status of the maintenance of the capillary readers and cameras. Representative Evans acknowledged their request.

8. Next Meeting Date: TBD

9. Adjournment: The meeting was adjourned at 10:20 a.m.

