

DAVID Y. IGE
GOVERNOR




RODERICK K. BECKER
COMPTROLLER
AUDREY HIDANO
DEPUTY COMPTROLLER

STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
P.O. BOX 119, HONOLULU, HAWAII 96810-0119

September 24, 2018

COMPTROLLER'S MEMORANDUM NO. 2018-18

TO: Heads of Departments and Agencies in Distribution List
ATTN: Administrative and Fiscal Offices and CIP Coordinators
FROM: Roderick K. Becker, Comptroller 
SUBJECT: Capital Improvement Program (CIP) Project Implementation
Act 53, Session Laws of Hawaii 2018

To ensure our best opportunity to implement State CIP projects appropriated by Act 49, SLH 2017 as amended by Act 53, SLH 2018, we request that any Project Initiation Requests (PIRs) that will be sent to DAGS for the projects listed on the attached spreadsheet be submitted as soon as possible, and not later than the following schedules.

For General Obligation Bond Fund Projects:

DAGS as Expending Agency Projects:

- Planning, Design and Construction: October 31, 2018
- Planning and/or Design Only: December 3, 2018
- Construction Only: December 3, 2018

Projects to be Delegated to DAGS:

- Planning, Design and Construction: October 15, 2018
- Planning and/or Design Only: November 1, 2018
- Construction Only: November 1, 2018

For Operating Fund Projects:

- Planning and/or Design Only: October 15, 2018
- We will not accept new Construction projects proposing to use operating funds.

Please make certain that your PIRs include all of the following for each project:

1. Project title
2. Project description
3. Source of funding (Act, Year, Item Number, Fund Symbol/Account Number)
4. A copy of the appropriation
5. Table R
6. Detailed scope of work for the project (see attached checklist for guidance)
7. Project point of contact
8. For project delegation: Justification for the delegation.

DAGS may be unable to accept late or incomplete PIRs as we may not meet project and/or funds lapse deadlines. In this case, PIRs will be returned without action.

In addition, effective July 1, 2018, DAGS Public Works Division (PWD) staff are no longer General Obligation Bond funded and the budget does not support costs for overtime work. It is even more essential that PIRs are received in a timely manner to allow for successful completion without requiring overtime work.

If you have any questions, please call me at 586-0400 or have your staff call Mr. Keith Kogachi, Acting Public Works Administrator, at 586-0526.

Attachment

Distribution - DAGS Client Agencies
[Agencies with DAGS as Expending Agency CIP Appropriations for Act 53, SLH 2018]

- I. Department of Agriculture - Scott Enright, Chairperson
- II. Department of Health – Dr. Bruce Anderson, Director
- III. Hawaii State Public Library System – Stacey A. Aldrich, State Librarian
- IV. Department of Public Safety – Nolan Espinda, Director
- V. Department of Defense – Major General Arthur Logan, Adjutant General
- VI. Office of Enterprise Technology Services (ICSD) – Todd Nacapuy, CIO
- VII. Office of the Judiciary – Rodney A. Maile, Administrative Director of the Courts