

MINUTES

REGULAR MEETING OF THE BOARD OF WATER SUPPLY

November 24, 2014

At 2:01 PM on November 24, 2014 in the Board Room of the Public Service Building at 630 South Beretania Street, Honolulu, Hawaii, Board Chair Miyashiro called to order the Regular Meeting.

Present: Duane R. Miyashiro, Chair
Mahealani Cypher
Theresa C. McMurdo (arrived at 2:05 p.m.)
David C. Hulihee
Ross S. Sasamura

Also Present: Ernest Lau, Manager and Chief Engineer
Ellen Kitamura, Deputy Manager and Chief Engineer
Alex Ubiadas
Barry Usagawa
Daryl Hiromoto
Joe Cooper
Robert Morita
Karen Tom
Jason Takaki
Stuart Wong
Henderson Nuuhiwa
Marc Chun
Nancy Matsumoto
Jill Kuramoto

Others Present: Krishna Jayaram, Deputy Corporation Counsel
Marilyn Ushijima, Deputy Corporation Counsel
Eric Iwamoto, Bowers + Kubota
Carl Lundin, CDM Smith
Tom Myers, Brown and Caldwell

Absent: Adam C. Wong, Vice Chair
Ross M. Higashi

APPROVAL
OF MINUTES

Approval of the Minutes of the Regular Meeting held on October 27, 2014

MOTION
TO APPROVE

Ross Sasamura and Mahealani Cypher motioned and seconded, respectively, to approve the Minutes of the Regular Session Meeting of October 27, 2014. The motion was unanimously carried.

TOPICS FOR
FUTURE BOARD
MEETINGS

Chair and Members
Board of Water Supply
City and County of Honolulu
Honolulu, Hawaii 96843

Chair and Members:

Subject: Topics for Future Board Meetings

We would like to take this time to allow the members of the Board to inform us of any topic or concern pertaining to Board of Water Supply operations that the Board would want addressed at future Board Meetings.

There are two pending topics, as follows, that were requested by the Board:

1. Update on the Request for Proposals for the Redevelopment of the Board of Water Supply Beretania Property, which will be presented at a future Board meeting.
2. Update on Cyber Security, after the Department completes its review.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E.
Manager and Chief Engineer

DISCUSSION:

Manager Lau informed the Board about the two pending topics that will be presented to them at future Board meetings. Chair Miyashiro asked Mr. Lau if he had an idea when they will be ready to present an update on the first item. Mr. Lau replied that they are still in the procurement process and until that is completed and recommendations are done, he will not be able to share information with the Board. Board Member Cypher inquired about the procurement process. Mr. Lau explained that the Department will submit a recommendation to the Board and if the Board agrees, then they will proceed to seek the City Council's approval on the development agreement. Once the developer completes the work, the Department will finalize a lease agreement, which would go before the Board and the City Council for approval.

There were no other topics requested by the Board.

ITEM FOR INFORMATION NO. 1

"November 24, 2014

REVISION OF
THE 2014-2015
CIP BUDGET -
AMENDMENT 1

Chair and Members
Board of Water Supply
City and County of Honolulu
Honolulu, Hawaii 96843

Chair and Members:

Subject: Revision of the 2014-2015 Capital Improvement Program
Budget – Amendment No. 1

The current Capital Improvement Program (CIP) Budget shall be amended
as described below:

			<u>Appropriation</u>
		<u>Present</u>	<u>Proposed</u>
1.	Add the following CIP projects and appropriations:		

Item No. 21A KALUANUI
LINE BOOSTER
RENOVATION

OPERATING FUND	CONST	--	935,000
----------------	-------	----	---------

The project is ready for advertisement and will replace the deferred
Diamond Head Line Booster pump replacement project.

Item No. 5A GROUND
WATER QUALITY
ASSESSMENT AND
CHARACTERIZATION

OPERATING FUND	P&E	--	800,000
----------------	-----	----	---------

On January 13, 2014, the Navy reported a 27,000 gallon leak of jet
fuel from its Red Hill underground fuel facility. Navy studies show
leaks dating back to 1949 and petroleum fuel contaminants are
present in the ground water underneath the facility in amounts that
exceed Department of Health environmental action levels. The
purpose of this project is to characterize ground water quality to
assess the long term impacts of fuel leaks on the Moanalua and
Waimalu aquifers beyond the boundary of the Red Hill facility.

		<u>Appropriation</u>	
		<u>Present</u>	<u>Proposed</u>

Item No. 40A MAILILII 20-INCH PIPELINE RE-LINING

OPERATING FUND	P&E	--	250,000
----------------	-----	----	---------

The re-lining of the Maililii 20-inch pipeline will repair a large leak under the Maililii concrete drainage channel and allow the main to be placed back in service. Transmission capacity from the Lualualei Line Booster to the Waianae 242' Reservoir is significantly reduced until the pipeline is repaired.

2. Delete the following CIP projects and appropriations:

Item No. 10 KEANU LINE BOOSTER: REPLACE PUMPING UNITS

OPERATING FUND	CONST	1,820,000	--
----------------	-------	-----------	----

Additional items of work identified during the design phase will delay the completion of the plans and specifications. The project will not be ready for advertisement in the current fiscal year and will be deferred to the next fiscal year.

Item No. 12 DIAMOND HEAD LINE BOOSTER: REPLACE PUMPING UNITS

OPERATING FUND	CONST	935,000	--
----------------	-------	---------	----

During pre-design investigation, six valves required to isolate the station were found to be leaking. The installation of new isolation valves is required before any work can be done on the rest of the pumps and piping. The additional topographic survey, soils investigation, research work, and design services will significantly impact the project schedule and the project will not be ready for advertisement in the current fiscal year. Construction will be deferred to the next fiscal year.

Item No. 39 FIRE HYDRANT INSTALLATIONS AT VARIOUS LOCATIONS

SPECIAL EXPENDABLE FUND	P&E	100,000	--
-------------------------	-----	---------	----

Fire hydrant locations identified in the Kailua area will be included in a larger Kailua area fire hydrant upgrade project in FY 2016 instead of being designed as a separate project to benefit from economies of scale.

		<u>Appropriation</u>	
		<u>Present</u>	<u>Proposed</u>
<u>Item No. 68 KALAWAHINE</u>			
180 2.0 MG RESERVOIR,			
PART II			

OPERATING FUND	P&E	350,000	--
----------------	-----	---------	----

The Kalawahine 180 Reservoir project was funded in fiscal year 2014 through a contract change order.

3. Increase the appropriation for the following CIP projects:

Item No. 6 PUMP RENEWAL
AND REPLACEMENT

OPERATING FUND	CONST	500,000	1,600,000
----------------	-------	---------	-----------

Additional funding is needed to address pump replacement needs at Waipio Heights Wells II, Ka'amilo Wells, and Honouliuli Wells II and a motor control upgrade for Manoa Wells II. These immediate needs were identified after the fiscal year 2015 CIP budget was finalized.

CONTRACT ADJUSTMENT
ACCOUNT

OPERATING FUND	3,000,000	3,120,000
----------------	-----------	-----------

The remaining balance transferred to the Contract Adjustment Account to be available for other projects.

The appropriate pages of the current Capital Improvement Program budget will be revised for distribution.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E.
Manager and Chief Engineer"

The foregoing was for information only.

DISCUSSION:

Mr. Lau introduced Mr. Robert Morita, the new Executive Support Officer and informed the Board that Mr. Morita and Mr. Jason Takaki, Program Administrator of the Capital Projects Division will be available to answer questions on the amendments. Mr. Miyashiro welcomed Mr. Morita to the Department. Mr. Morita thanked Mr. Miyashiro. Mr. Lau shared that Mr. Morita came from the City's Department of Budget and Fiscal Services and worked on their operating budget for a number of years, so he is well experienced in the area of budget.

Mr. Lau explained the amendments to the budget. There were no comments or discussion.

ITEM FOR INFORMATION NO. 2

QUARTERLY CAPITAL IMPROVEMENT PROGRAM STATUS REPORT
ALL DIVISIONS

Quarter Awarded		JUL - SEP	OCT - DEC	JAN - MAR	APR - JUN	Awarded to Date	Total Budgeted
Design Contracts Awarded (#/\$)	1	\$1,350,000.00	\$0.00	\$0.00	\$0.00	\$1,350,099.00	\$24,042,000.00
Construction Contracts Awarded (#/\$)	3	\$174,286.35	\$0.00	\$0.00	\$0.00	\$174,286.35	\$44,063,000.00
Project Totals	4	\$1,524,286.35	\$0.00	\$0.00	\$0.00	\$1,524,385.35	\$68,105,000.00

Quarter Completed		JUL - SEP	OCT - DEC	JAN - MAR	APR - JUN	Totals
Design Contracts Completed (#/\$)	3	\$357,005.20	\$0.00	\$0.00	\$0.00	\$1,135,774.78
Construction Contracts Completed (#/\$)	2	\$2,106,110.00	\$0.00	\$0.00	\$0.00	\$2,106,110.00
Totals	8	\$2,463,115.20	\$0.00	\$0.00	\$0.00	\$3,241,884.78

Ongoing Projects	
Ongoing Design Projects (#)	163
Ongoing Design Projects (\$)	\$72,772,477.03
Ongoing Construction Projects (#)	82
Ongoing Construction Projects (\$)	\$199,299,897.83

CAPITAL IMPROVEMENT PROGRAM QUARTERLY UPDATE
ALL DIVISIONS

DESIGN AND CONSTRUCTION PROJECTS AWARDED - FIRST QUARTER FY 2015

Item #	Project Title	Expend Type	Budget Amount	Awarded
2	BWS Water Master Plan Program Management, Phases II and III	P&E	\$1,350,000.00	\$1,350,000.00
43A	Beretania Employee Parking Lot Fencing	CONST	\$15,000.00	\$12,100.00
43B	Waialae Iki Booster No. 1 and Wailupe Line Booster Repainting	CONST	\$75,000.00	\$62,186.35
73	Wireless & Security Camera System Upgrades	CONST	\$200,000.00	\$100,000.00
	1st Quarter totals		\$1,640,000.00	\$1,524,286.35

DESIGN AND CONSTRUCTION PROJECTS COMPLETED - FIRST QUARTER FY 2015

Job #	Project Title	Completion Date	Contract Amount
12-008	Ward Avenue: 12-Inch and 8-Inch Mains	7/7/2014	\$1,572,487.00
11-006	Kaiolohia Place and Way: 8-Inch Water Main	7/14/2014	\$533,623.00
2000-026	Ward Avenue: 12-Inch and 8-Inch Mains	7/17/2014	\$231,500.00
2011-030C	Kailua Iwi Kupuna Reinterment Topographic Survey	8/1/2014	\$8,115.00
2012-013B	Nunu Street 8-Inch Main	9/19/2014	\$117,390.20
	1st Quarter totals		\$2,463,115.20

DISCUSSION:

Mr. Takaki gave the update on the capital improvement program. Mr. Lau added that they are trying to show each quarter's activity and working very hard to get more activity in the first quarter. He mentioned how the Department was able to award \$1.5 million of projects in the first quarter and that the ongoing projects are up to almost \$200 million, so as the capital improvement program is rolled out each year, it builds the dollar value number of ongoing projects.

There were no comments or discussion.

ITEM FOR INFORMATION NO. 3

"November 24, 2014

CAPITAL
PROJECTS
PROGRAM AND
CONSTRUCTION
MANAGEMENT
UPDATE

Chair and Members
Board of Water Supply
City and County of Honolulu
Honolulu, Hawaii 96843

Chair and Members:

Subject: Capital Projects Program and Construction Management
Quarterly Update

Jason Takaki, Program Administrator of our Capital Projects Division, will provide an update on Program Management projects in the Capital Projects Division.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E.
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION: Mr. Takaki gave the presentation. There were no comments or discussion.

WATER FOR LIFE

Safe, dependable, and affordable water now and into the future



Board of Water Supply
City and County of Honolulu

Capital Projects Program and Construction Management



Board of Water Supply
November 24, 2014



Program Management



- Streamline project execution
- Align business processes to best support the increased number and scale of projects
- Support the implementation of the Water Master Plan



- Optimize organizational relationships
- Formulate staff succession plans for organizational sustainability





Construction Management



- Improve quality control/quality assurance
- Standardize operating procedures & training



- Streamline organization and staff succession plans for organizational sustainability
- Improve communications
- Support the implementation of the Water Master Plan





Progress to date



- Core teams incrementally developing collaborative solutions to improve operations and crafting action plans for implementation



- Communicating with stakeholders



- Implementing improvements in a variety of areas





Project Identification and Scoping



Identify



Collaborate



Analyze



Build

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Board of Water Supply
City and County of Honolulu

MANA'O PMIS

- **M**anagement
- **A**dministration
- **N**otification
- **A**ccountability
- **O**rganization

SharePoint

BROWSE PAGE

Mana'o Portal Projects Permitting Help Ticket Non-BWS Projects

Mana'o Portal

Home
Announcements
Contacts
Help Ticket / Testing Discussion
Training Files
Guidance Documents
Training Videos
Recent
Site Contents

Welcome to Honolulu Board of Water Supply Project and Permitting Portal

Quick Link Buttons

BWS Projects Non-BWS Projects Permit Tracking

Announcements

+ new announcement or edit this list

✓	Title	Modified
	Use the Help Ticket when requesting new users also	... May 13
	In the Form (Project or Permit Records) Libraries do not use Upload or Drag Files here options.	... May 7
	Check here for notices, training, and CPD Hub usage tips	... May 7

Visual Navigation (clickable - will open new browser tabs)

```
graph TD
    CHUB[CPD HUB  
(Top level)] --> BWS[BWS Projects]
    CHUB --> NBWS[Non-BWS Projects]
    CHUB --> PERM[Permits]
    BWS --> BWS_LD[Linked Documents]
    BWS --> BWS_RD[Reference Documents]
    NBWS --> NBWS_LD[Linked Documents]
    NBWS --> NBWS_RD[Reference Documents]
    PERM --> PERM_LD[Linked Documents]
    PERM --> ACT[Activities]
```

The diagram illustrates the Project Definition process, organized into swimlanes for different roles and departments. The process flow is as follows:

- Requesting Divisions (WSO, WR, and/or FOP):**
 - Identify System Need (Yellow box)
 - Project Initiation Form (Green document)
- CP Division Manager:**
 - Form Complete? (Decision diamond)
 - Review Form (Yellow box)
 - Develop DRAFT Project Requirements Summary (Orange document)
- CPD Support Branch:**
 - Assign Project to Branch (Yellow box)
 - Assign Project Engineer (Yellow box)
 - Review DRAFT Project Requirements Summary (Yellow box)
 - Gather background information (Yellow box)
 - Arrange site visit and project questions (Yellow box)
 - Site Visit / Project Coordination (Yellow box containing: Review Project Requirements Summary with Site Visit team, Confirm/develop performance criteria, goals, benefits, and delivery details with Site Visit team, DRAFT Project Planning Schedule, DRAFT Class 5 Cost Estimate)
 - Business Case validation investment? (Decision diamond)
 - Prepare Business Case Analysis (Yellow box)
 - DRAFT Project Definition Report (Orange document)
 - Incorporate comments (Yellow box)
 - Identify Point Requirements (Yellow box)
 - FINAL Project Planning Schedule (Orange document)
 - FINAL Class 5 Cost Estimate (Orange document)
 - Update DRAFT Project Entry for Procurement (Blue box)
 - FINAL Project Definition Report (Submitted) (Blue document)
 - CB Submission and Procurement (Yellow box)
- CPD Project Engineer:**
 - Site Visit / Project Coordination (Yellow box)
 - Business Case validation investment? (Decision diamond)
 - Prepare Business Case Analysis (Yellow box)
 - DRAFT Project Definition Report (Orange document)
 - Incorporate comments (Yellow box)
 - Identify Point Requirements (Yellow box)
 - FINAL Project Planning Schedule (Orange document)
 - FINAL Class 5 Cost Estimate (Orange document)
 - Update DRAFT Project Entry for Procurement (Blue box)
 - FINAL Project Definition Report (Submitted) (Blue document)
- CPD Project Analyst:**
 - Project File, Project Entry (Blue box)
 - Update DRAFT Project Entry for Procurement (Blue box)
 - FINAL Project Definition Report (Submitted) (Blue document)

Key decision points and transitions include:

- Form Complete?** If No, return to Identify System Need. If Yes, proceed to Review Form.
- Business Case validation investment?** If No, return to Review Project Requirements Summary. If Yes, proceed to Prepare Business Case Analysis.
- Advance Project?** If No, return to Review Project Definition Report. If Yes, proceed to Review Project Definition Report.

The process concludes with the submission of the final project definition report for procurement.

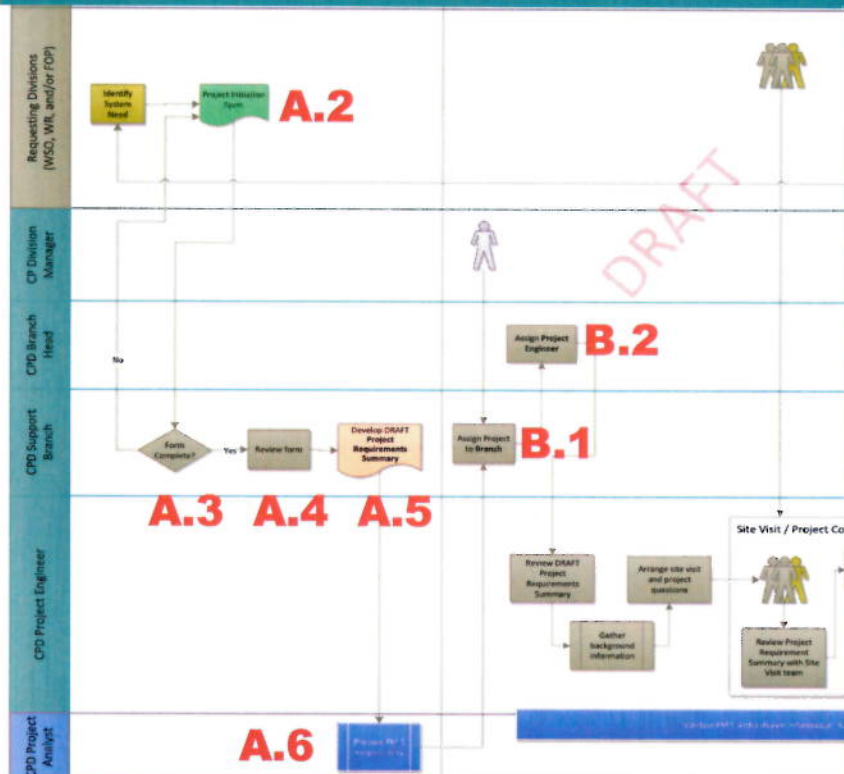
WATER FOR LIFE

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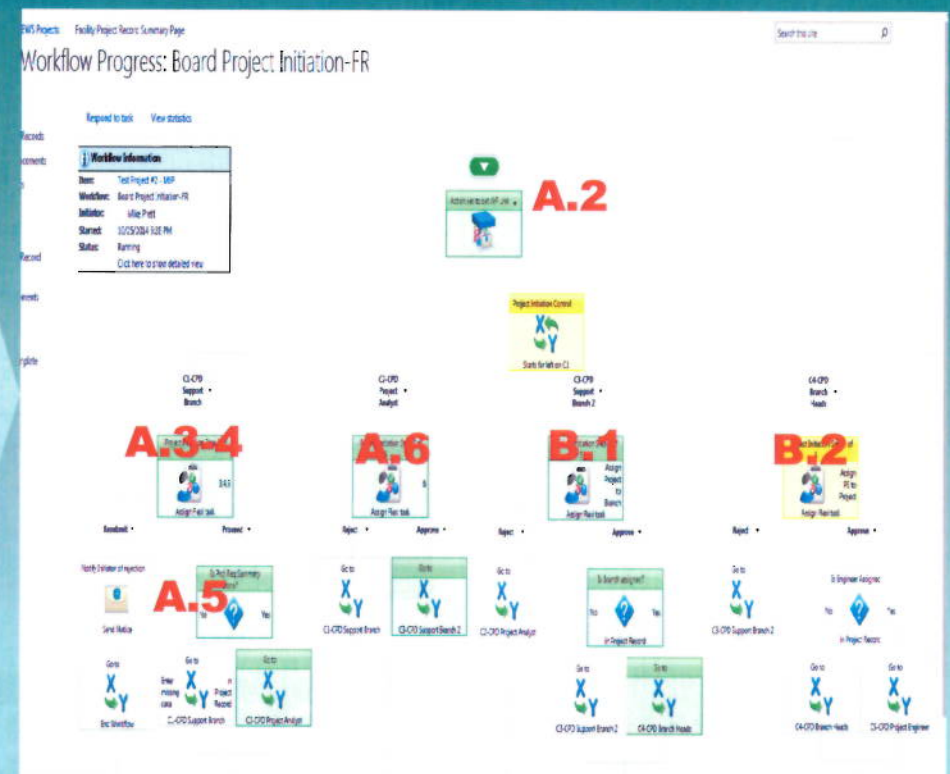


Board of Water Supply
City and County of Honolulu

Workflow Guides PMIS Structure



Project Initiation Workflow



MANA'O 'Smart' System Guides Staff Through Process, Know Status, and Improves Access to Information for All BWS



Project Definition Report: Identifies objectives and sets scope

3.0 Additional Project Information

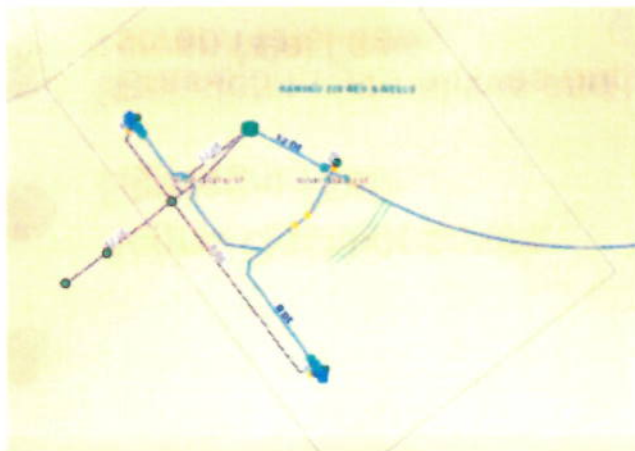


Figure 3-1: H-1 Map of Kahuku Wells

Related information, studies, or reports:

As-built for previous projects include:

- Job 30-000R Kahuku Wells: Repair of Pump No. 1
- Job 09-000L Kahuku Wells: Repair of Pump No. 1 and No. 2
- Job 02-002D Kahuku Deep Monitor Well: Drilling and Casing One Monitor Well
- Job 00-057 Kahuku Wells I: Replace Pumping Units and Appurtenances
- Job 00-041 Kahuku Water Development: Installation of Two Pumps, Control Building, Piping, Electrical Equipment, 0.5 MG Reservoir, Transmission Main, and Access Road
- Job 79-006A Kahuku Water Development: Drilling, Casing, and Testing Two Wells

On-going construction project:

- Job 11-006 Waiakua Wells and Kahuku Wells Renovation

Recently completed Well Drilling Project:

- Job 12-001 Kahuku Wells Unit No. 3. Documents include Project Solicitation, Environmental Notice, Final EA Background Summary, Final Progress and Payment Report, and CWRM Well Construction Permit application.

See Attachment D for additional Project Background/History.

4.0 Photos



Figure 1 (Top Left): General site and control building

Figure 2 (Top Right): Hydro-pneumatic tank

Figure 3 (Bottom Left): Well No. 1

Figure 4 (Bottom Right): Well No. 2

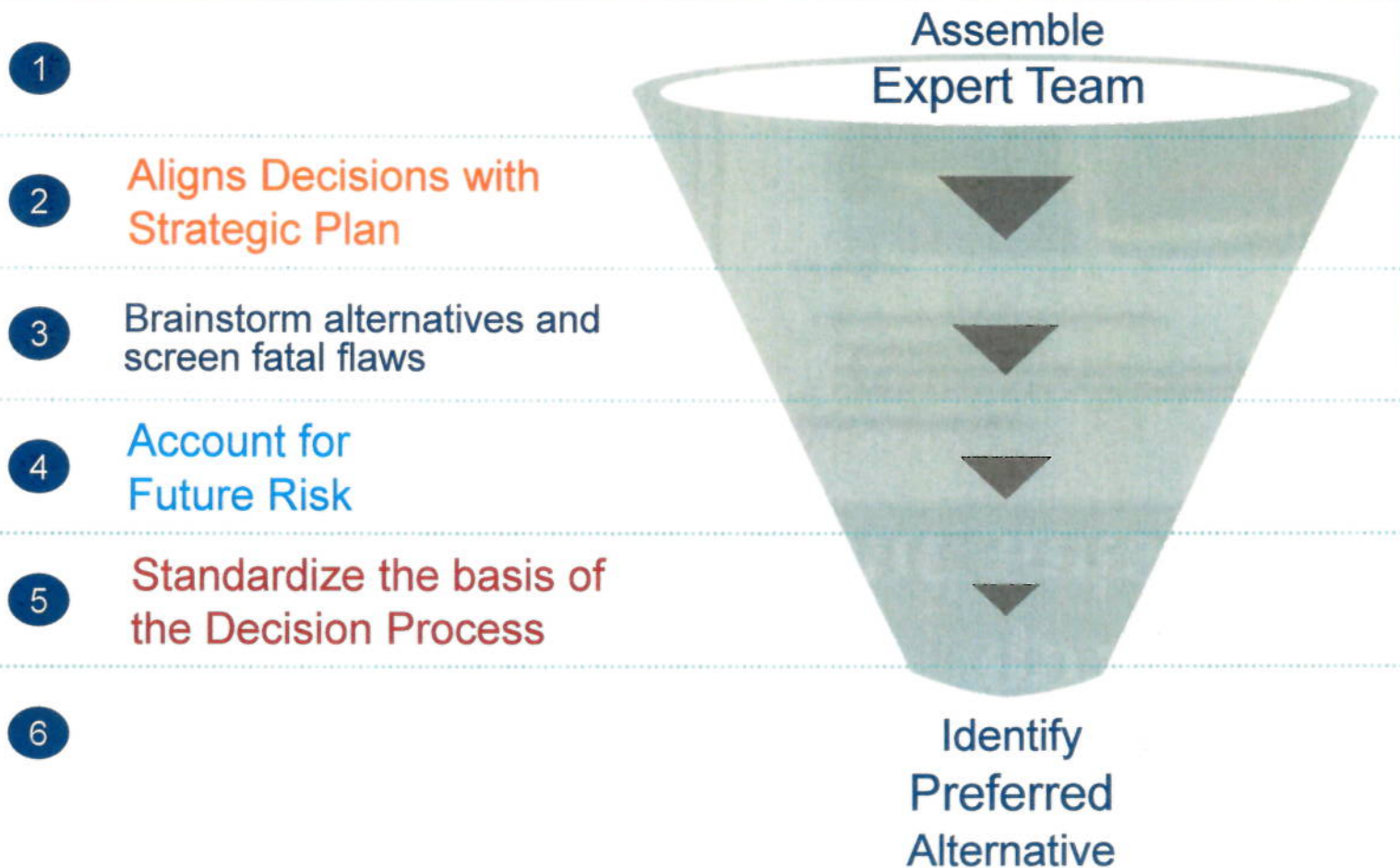
5.0 Budget Information

Project Cost Estimate Notes:

Total Project Cost (incl Eng and CM):	\$2,519,000 (AACE Class 5 Cost Estimate)
Range (-50% to +100%):	\$1,259,500 to \$5,038,000
Construction Cost:	\$1,737,000 (AACE Class 5 Cost Estimate)
Range (-50% to +100%):	\$868,500 to \$3,474,000



Business case validates BWS capital investments





Key Project “Phases”

Every project follows same path

P

Procurement

Setup
Project
Record

Obtain
Approvals &
Establish
Funding

N

Negotiation

Complete
Contract

Obtain
Approvals

E

Execution

Perform
Work

Control Costs
& Change

Engage
Team

C

Closeout

Work
Completed

Final
“Paperwork”
(no more paper)



**‘Smart’ System Guides User
through MANA‘O (e.g.steps A.2 – A.4)**

The screenshot shows the Mana Portal Home Page. A red dashed circle highlights the 'I want to...' section, which contains links for 'New Project', 'New Project Request', 'Existing New Project Request', and 'New Project Request'. Below this, there are sections for 'My Projects', 'My Projects List', and 'My Projects List'.

[illegible][illegible]

**Form reviewed and
deemed complete or
sent back for more info**



Progress to date



- Finalized contract specifications enhancements to improve project controls
- Collaborating with other Divisions on internal processes to improve performance



- Working with the General Contractors Association on changes to specifications



- Collaborating with City Department of Design and Construction on an improved Contractor Evaluation Program



Current Focus



- Draft standard operating procedures (SOPs)
- Construction Inspector training program to launch in January 2015



- Working with system designers on Construction Module in MANA'O to include mobile connectivity and real-time reporting



CPD Optimization Overview

Assess

- Internal gap analysis
- Summarize findings
- Develop initial **Action Plan**

Implement

- Execute **Action Plan**
- External outreach to contractors/consultants

We are
here

Optimize

- Continued optimization
- On-call staff support
- Facilitate internal knowledge transfer

*Begin
2015*

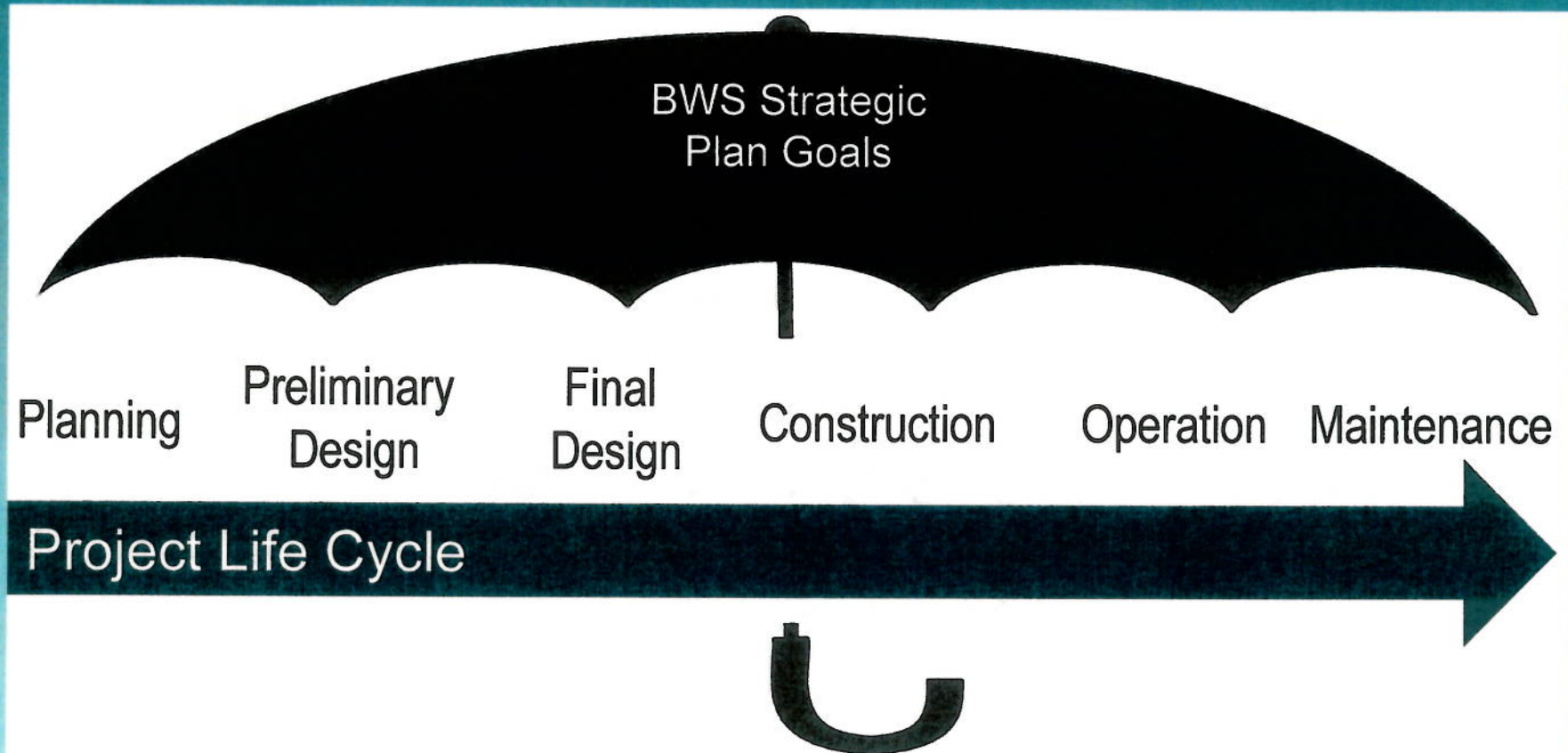
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Board of Water Supply
City and County of Honolulu

Strategic Goals Guide Asset Development and Operations



WATER FOR LIFE

Safe, dependable, and affordable water now and into the future



Board of Water Supply
City and County of Honolulu

Mahalo for your support



ITEM FOR INFORMATION NO. 4

"November 24, 2014

2015 BOARD
MEETING
SCHEDULE

Chair and Members
Board of Water Supply
City and County of Honolulu
Honolulu, Hawaii 96843

Chair and Members:

Subject: Schedule of Monthly Board Meetings for Calendar Year 2015

Attached for your information is the schedule of Board Meetings for the calendar year 2015.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E.
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION:

Mr. Lau stated that the Board meeting schedule for 2015 is attached. He asked the Board to let him know if there are any concerns with the schedule, and if not, this is what they will be following. Mr. Miyashiro stated that the time generally works for everyone.

BOARD OF WATER SUPPLY
CITY AND COUNTY OF HONOLULU

2015 BOARD MEETING SCHEDULE

Board Meetings are scheduled for the fourth Monday of each month at 2:00 p.m., in the Public Service Building (PSB) Board Room, unless otherwise noted.

January 26

February 23

March 23

April 27

May 26 (Tuesday)
(Monday, May 25 is a Holiday)

June 22

July 27

August 24

September 28

October 26

November 23

December 21 (3rd Monday in December)

ITEM FOR INFORMATION NO. 5

"November 24, 2014

GROUNDWATER
LEVELS

Chair and Members
Board of Water Supply
City and County of Honolulu
Honolulu, Hawaii 96843

Chair and Members:

Subject: Status Update of Groundwater Levels at All Index
Stations

There is one aquifer index well within low groundwater status for the production week that ended on November 8, 2014. Kaimuki is under an alert status. The weekly production average for the period was 134.61 million gallons per day.

The Board of Water Supply rainfall index for the month of October 2014 was 147 percent of normal, with a 5-month moving average of 106 percent. The Hawaii Drought Monitor shows no abnormally dry conditions for Oahu, as of November 4, 2014. The National Weather Service is forecasting below normal rainfall through April 2015, associated with El Niño. Most index monitor wells are exhibiting level to slightly increasing trends, reflecting seasonal reductions in pumpage combined with recent rainfall events.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E.
Manager and Chief Engineer

Attachments"

The foregoing was for information only.

DISCUSSION: Water Resources Program Administrator Barry Usagawa gave the report. There were no comments or discussion.

PUMPAGE, HEAD, AND RAINFALL REPORT

Week of 11/02/14 to 11/08/14

STATION	MGD	HEAD	STATION	MGD	HEAD	STATION	MGD	HEAD		MGD	HEAD
METRO			WINDWARD			EWA-WAIAANAE (CONT)			PH (CONT)		
KULIOUOU	0.00					MAKAHA IV	0.00		PEARL CITY II	1.33	
WAILUPE	0.00		WAIMANALO II	0.36		MAKAHA V	0.00		PEARL CITY III	0.00	
WAIALAE-IKI	0.00		WAIMANALO III	0.48		MAKAHA VI	0.64		WAIU	0.78	
AINA KOA	0.48		KUOU I	0.82		MAKAHA SHAFT	0.00	12.54	NEWTOWN	2.10	
AINA KOA II	1.01		KUOU II	0.09		KAMAILE	0.33		KAONOH I	0.74	
WAIALAE SHAFT	0.00		KUOU III	0.76		WAIAANAE I	0.11		WAIMALU I	0.00	
MANOA II	0.76		LULUKU	0.89		WAIAANAE II	0.78		AIEA	0.00	
PALOLO	0.87		HAIKU	0.37		WAIAANAE III	0.33		AIEA GULCH 497	0.45	
KAIMUKI HIGH	3.28	22.41	IOLAKA	0.23		MAKAKILO	0.55		AIEA GULCH 550	0.22	
KAIMUKI LOW	0.04		KAHALUU	0.49		HONOULIULI I	3.28		HALAWA 277	0.89	
WILDER	4.59		WAIHEE	0.00		HONOULIULI II	6.94		HALAWA 550	0.00	
BERETANIA HIGH	4.12	22.79	KAHANA	0.73		SUBTOTAL:	14.38		KAHUMANU MTR(-)	0.00	
BERETANIA LOW	2.77		PUNALUU I	0.00	18.34	IMPORT FROM PH			KAAMILO FLO MTR (-)	0.00	
KALIH I HIGH	1.62	22.21	PUNALUU II	0.07		KAPOLEI LINE BSTR	14.14		KUNIA I	4.53	18.96
KALIH I LOW	3.26		PUNALUU III	1.10		HONOULIULI LB FLOW	16.14		KUNIA II	1.61	
KAPALAMA	0.58		KALUANUI	0.27		EWA BEACH FLOW	4.20		KUNIA III	1.40	
KALIH I SHAFT	8.43		MAAKUA	0.20		HONOULIULI I (-)	-3.28		HOAEAE	6.18	
MOANALUA	0.58	19.19	HAUULA	0.00		HONOULIULI II (-)	-6.94		EWA SHAFT	0.00	
SUBTOTAL:	32.39					SUBTOTAL:	24.26		WAIPAHU INTCON. (-)	0.00	
			KAHUKU	0.31					EWA-WAIAANAE (-)	-24.26	
IMPORT FROM PH			OPANA	0.14		PEARL HARBOR			PH LOCAL USE:	14.52	
HALAWA SHAFT	6.51	16.74	WAIALEE I	0.96		WAIHAWA	1.72		TOTAL SUBURBAN:	63.59	
KAAMILO	0.00		WAIALEE II	0.53		WAIHAWA II	1.67				
KALAUAO	8.55	17.26	SUNSET BEACH	0.00		MILILANI I	3.29		KALAUAO SPRINGS	0.55	
PUNANANI	11.61		SUBTOTAL:	8.80		MILILANI II	0.00		BARBERS POINT (NP)	4.34	
KAONOH I II	0.00					MILILANI III	0.67		GLOVER TUNNEL (NP)	0.48	
WAIMALU II	0.00	15.23	WIND. EXPORT	0.14		MILILANI IV	0.72				
KAHUMANU	0.86					WAIPIO HTS.	0.29		HEAD CONDITION		
HECO WAIU	2.75		HALEIWA-WAIALUA			WAIPIO HTS. I	0.13		CAUTION	ALERT	CRITICAL
MANANA	0.48		HALEIWA	0.00		WAIPIO HTS. II	0.27			Kaimuki	
KAHUMANU FLOW MT	0.00		WAIALUA	1.76		WAIPIO HTS. III	1.16				
KAAMILO FLOW MTR	0.00		SUBTOTAL:	1.76		WAIPAHU	3.12	18.67			
TOTAL IMP/EXP WAI. INT:	0.00					WAIPAHU II	0.70				
IMPORT FRM WIND:	0.14		EWA-WAIAANAE			WAIPAHU III	1.51				
SUBTOTAL:	30.92		MAKAHA I	0.89		WAIPAHU IV	2.10				
			MAKAHA II	0.31		PEARL CITY SHAFT	0.94	14.83			
TOTAL METRO:	63.31		MAKAHA III	0.25		PEARL CITY I	0.25				

CWRM PERMITTED USE FOR BWS POTABLE SOURCES						PUMPAGE	2014	2013	GRAVITY	2014	2013
WATER DISTRICTS	A	B	C	D	E	SUBURB.	63.59	60.88	SUBURB.	7.26	6.13
	PERMITTED		DIFF.	YEAR/	DIFF.	METRO	63.31	68.92	METRO	0.45	0.23
	USE	2014	B-A	DATE	D-A	TOTAL:	126.89	129.80	TOTAL:	7.71	6.36
HONOLULU	45.27	32.84	-12.42						Manoa	0.17	
WINDWARD	25.21	12.57	-12.64			NUUANU #5			Palolo	0.28	
NORTH SHORE	4.08	3.70	-0.38			(rainfall)	1.66"	7.15"	Waim. I&II	0.08	
WAIHAWA	4.27	3.39	-0.88						Waim. III&IV	0.19	
WAIAANAE	4.34	4.93	0.59						Waihee incl.	0.99	
EWA-KUNIA	15.88	10.76	-5.12						Waihee tun.	1.94	
PEARL HARBOR	92.66	66.17	-26.50						Luluku	0.17	
TOTAL:	191.71	134.36	-57.35						Haiku	0.06	
									Kahaluu	2.28	
									Waia. C&C	1.40	
									Waia plant.	0.16	

DROUGHT STATUS REPORT
DRAFT IN MGD

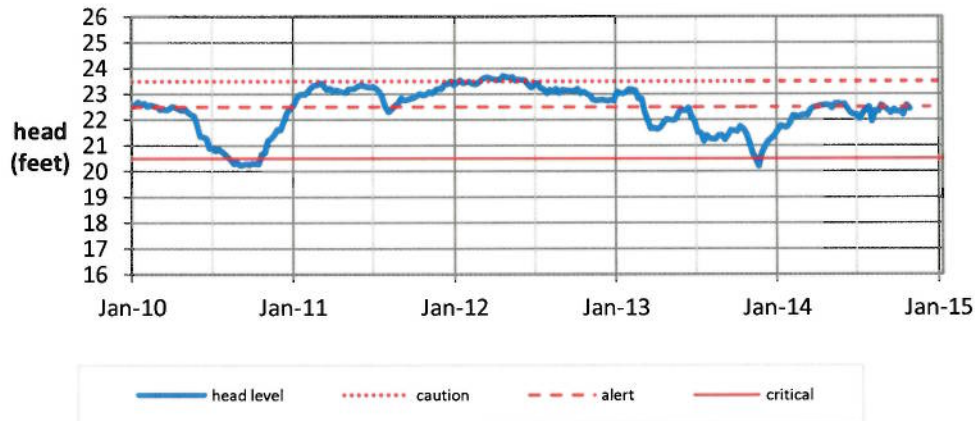
WATER USE DISTRICT	AUTHORIZED USE	2013	11/02-11/08 2014						
HONOLULU	45.27	39.21	32.98						
WINDWARD	25.21	12.03	12.43						
NORTH SHORE	4.08	4.31	3.70						
WAHIAWA	4.27	3.67	3.39						
EWA-WAIANAE	20.22	22.73	40.20						
PEARL HARBOR	92.66	54.21	41.91						
TOTAL	191.71	136.16	134.61						

Accounts for in-district pumpage and transfers

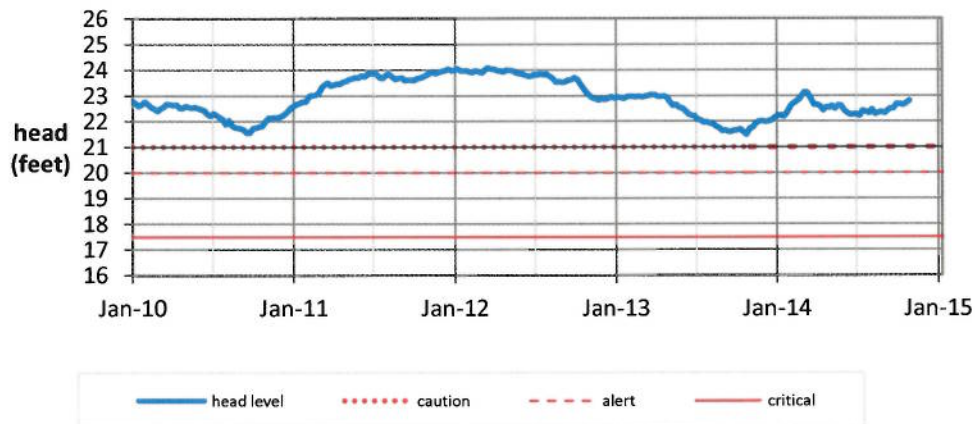
HEAD IN FEET

		2013	11/02-11/08 2014						
HONOLULU									
KAIMUKI		21.12	22.41						
BERETANIA		21.70	22.79						
KALIHI		21.50	22.21						
MOANALUA		18.59	19.19						
PEARL HARBOR									
HALAWA		16.33	16.74						
KALAUAO		16.84	17.26						
PEARL CITY		14.46	14.83						
WAIPAHU		18.04	18.67						
KUNIA		18.31	18.96						
EWA-WAIANAE									
MAKAHA		10.44	12.54						
WINDWARD									
PUNALUU		16.06	18.34						
KALUANUI		15.93	18.36						
NORTH SHORE									
WAIALUA		11.26	11.22						

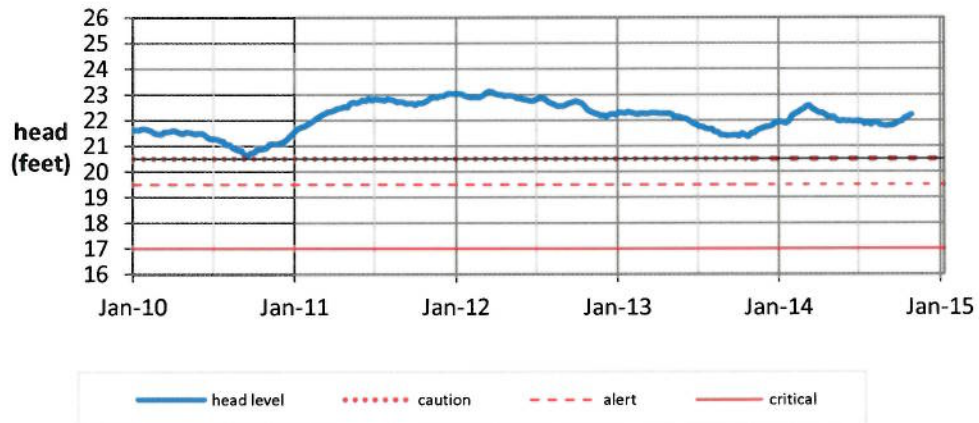
Kaimuki



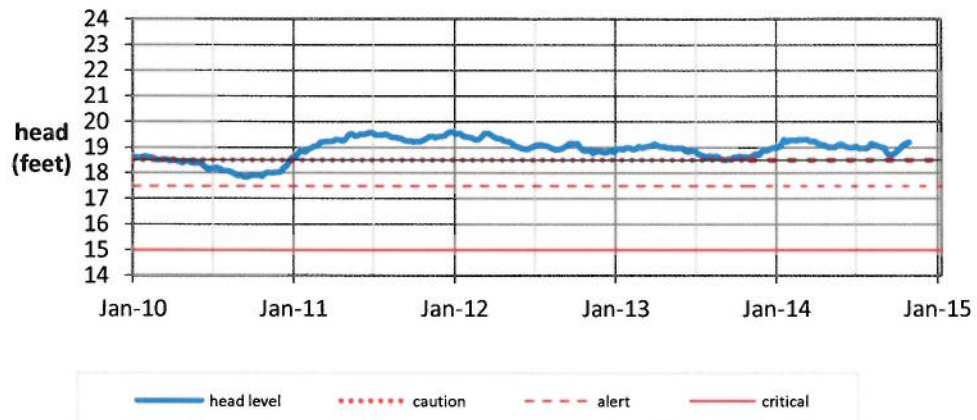
Beretania



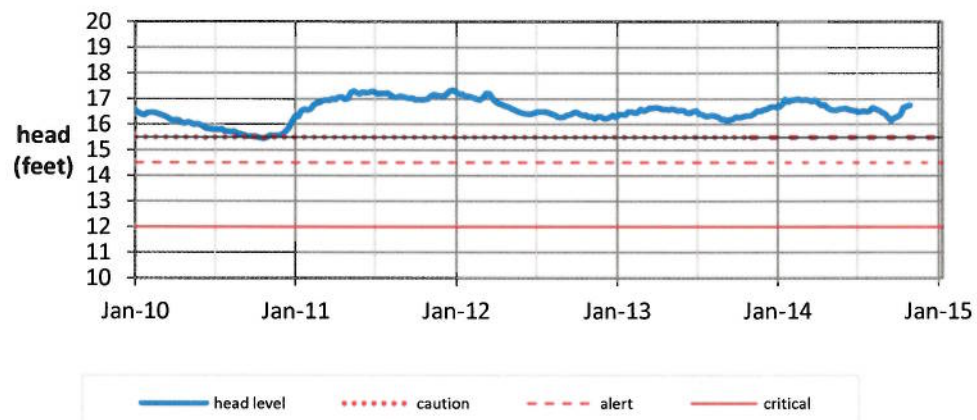
Kalihi



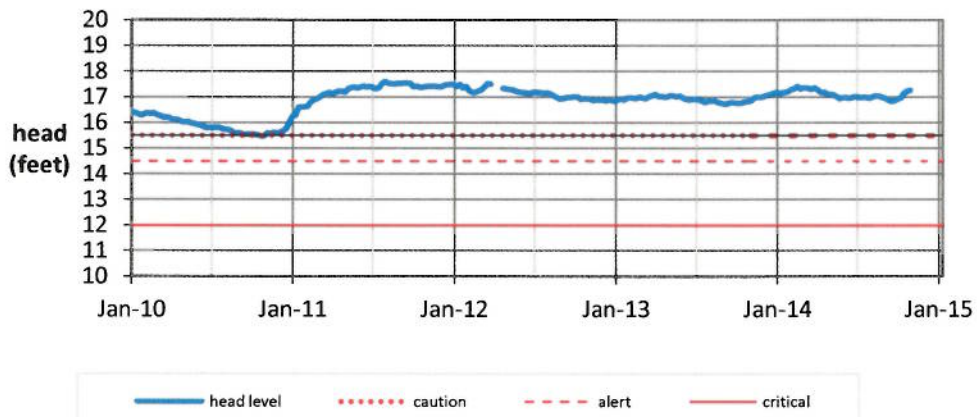
Moanalua



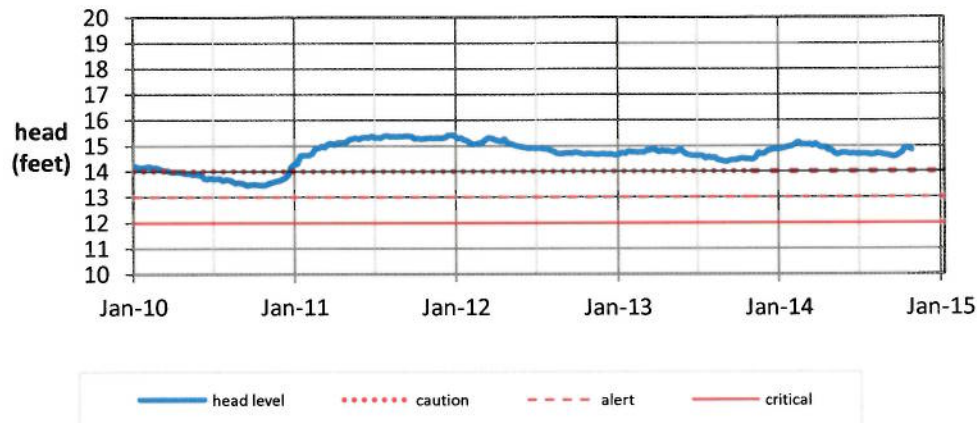
Halawa



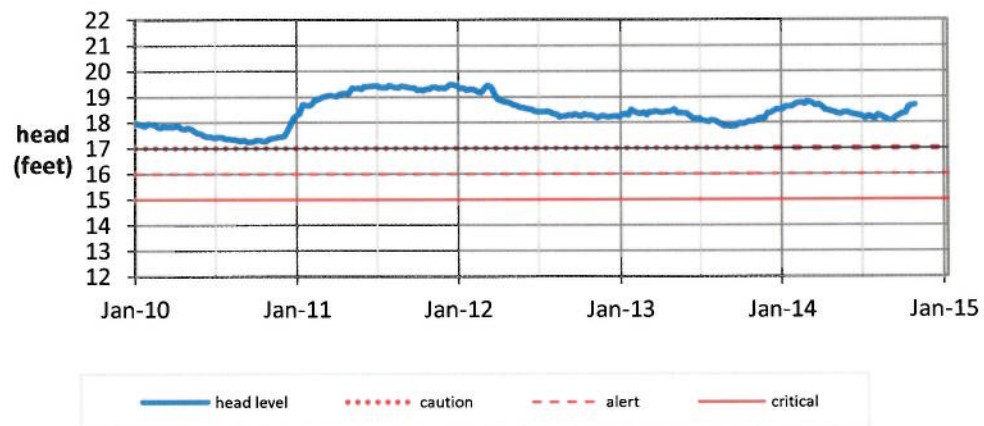
Kalauao



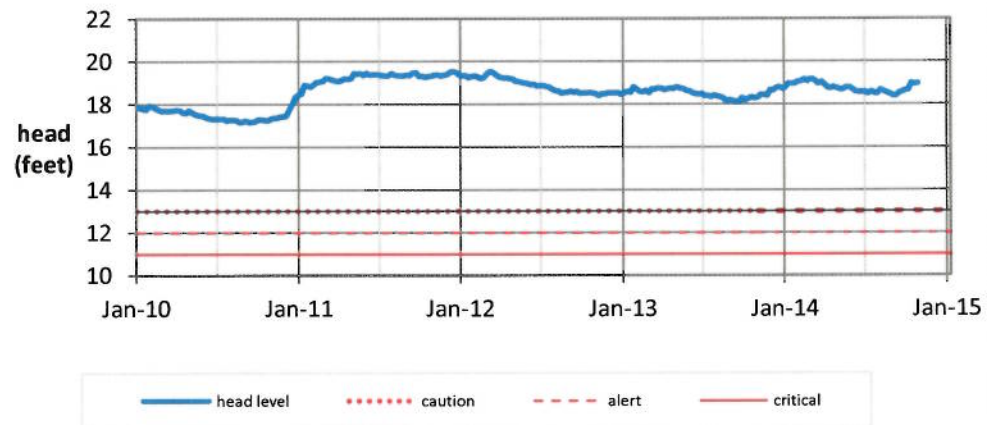
Pearl City



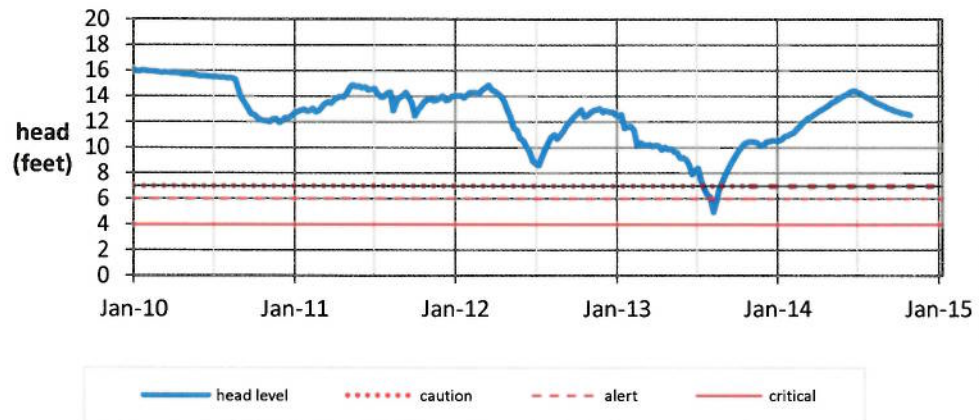
Waipahu



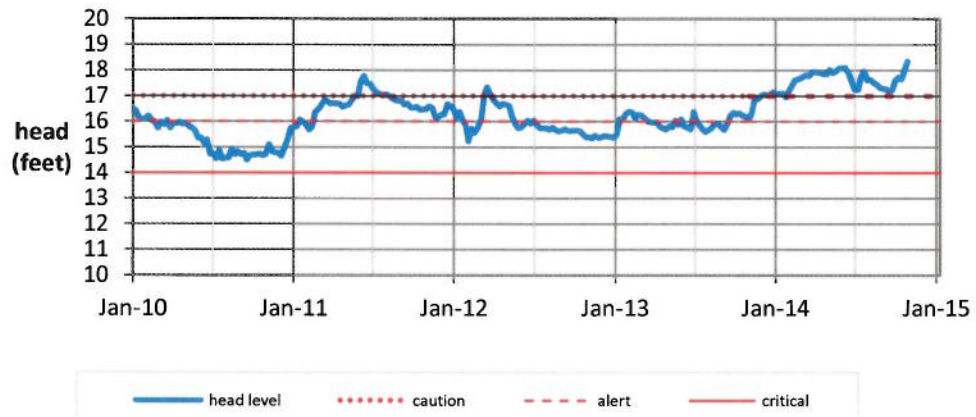
Hoeae-Kunia



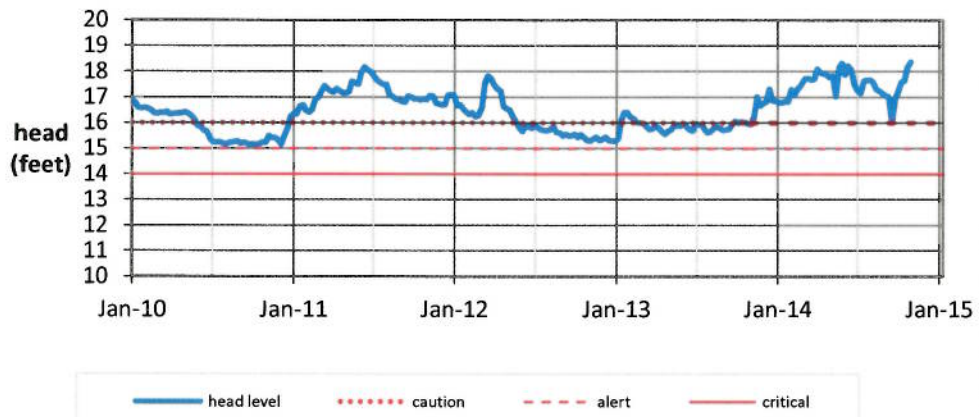
Makaha



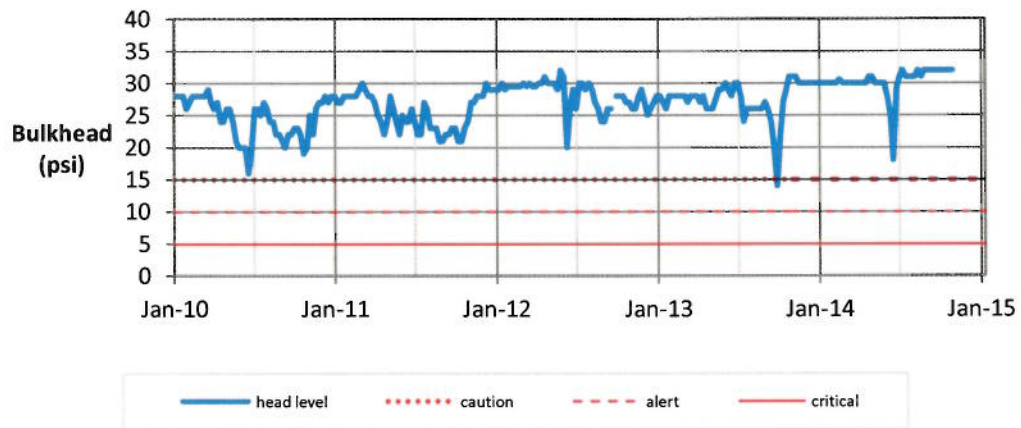
Punaluu



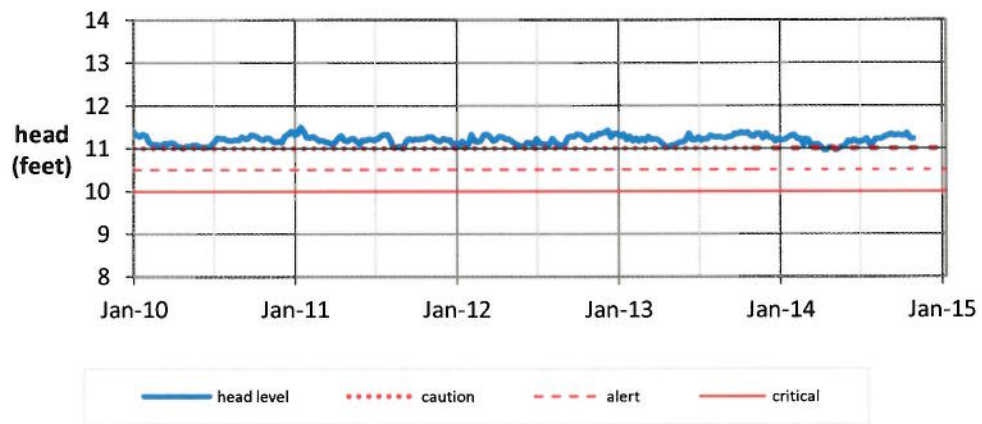
Kaluanui

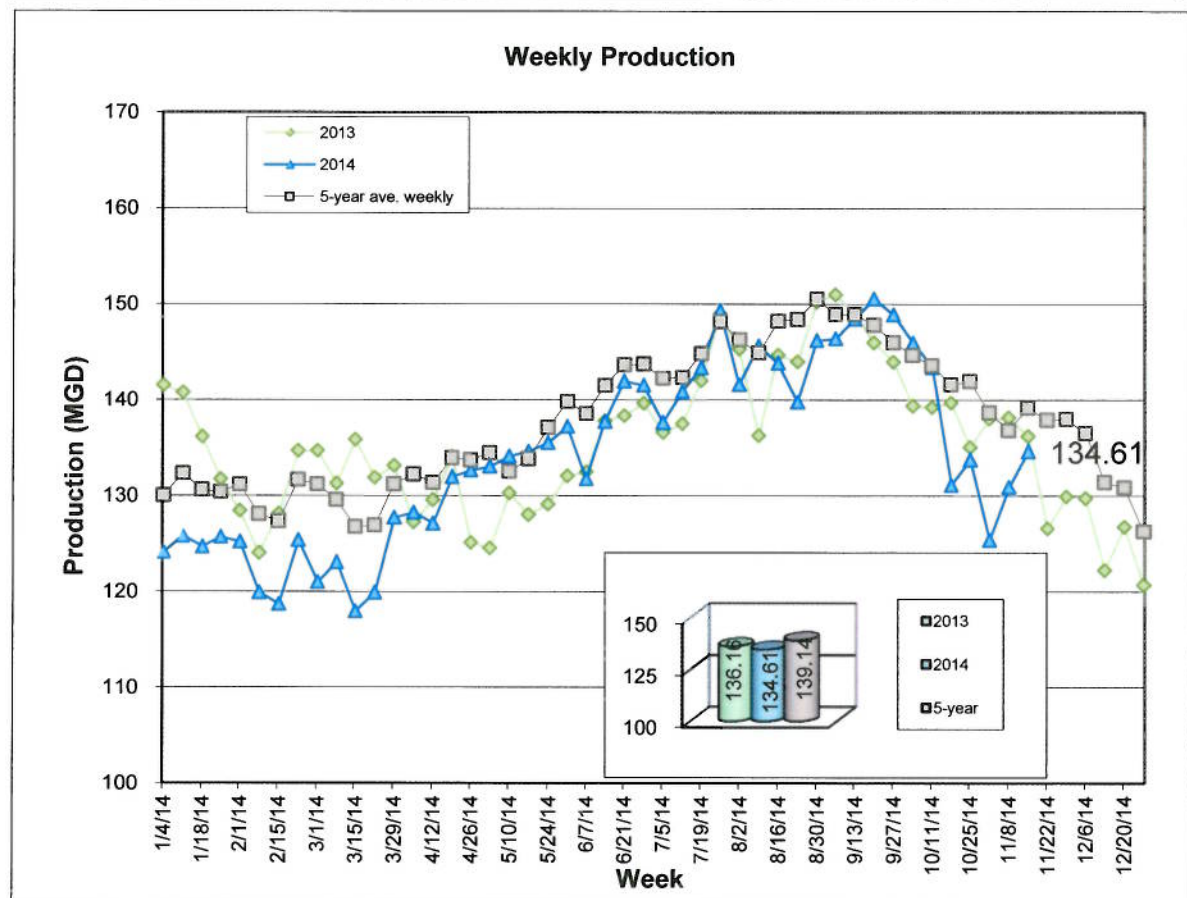
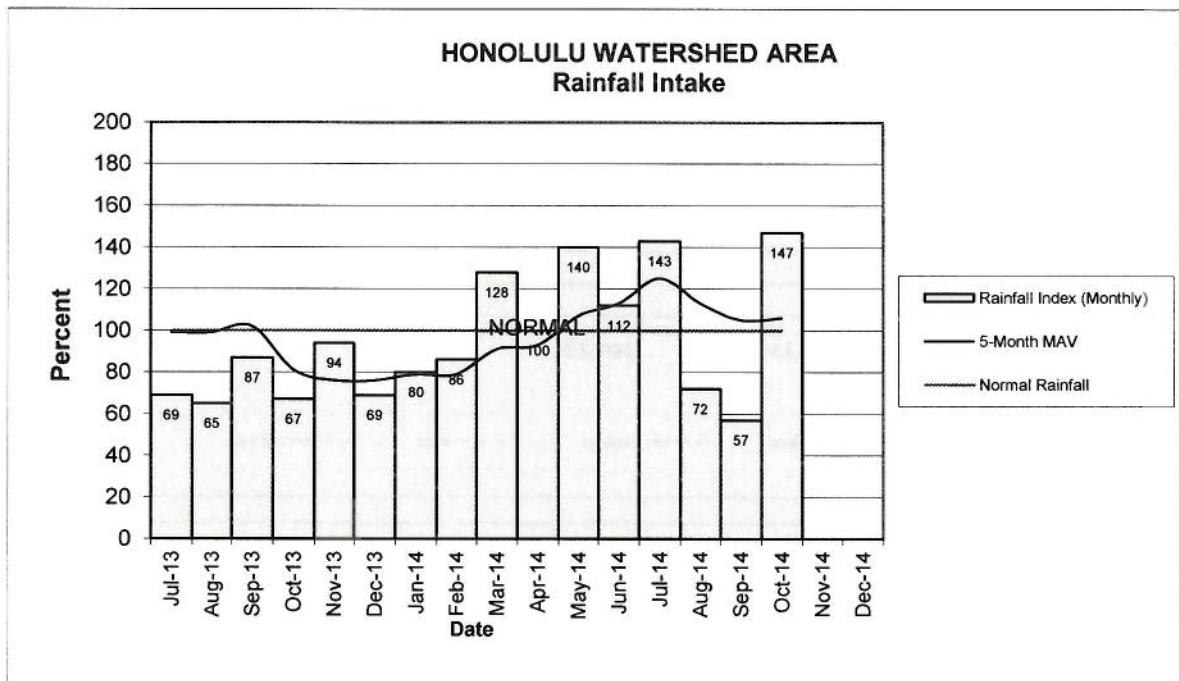


Waihee Tunnel

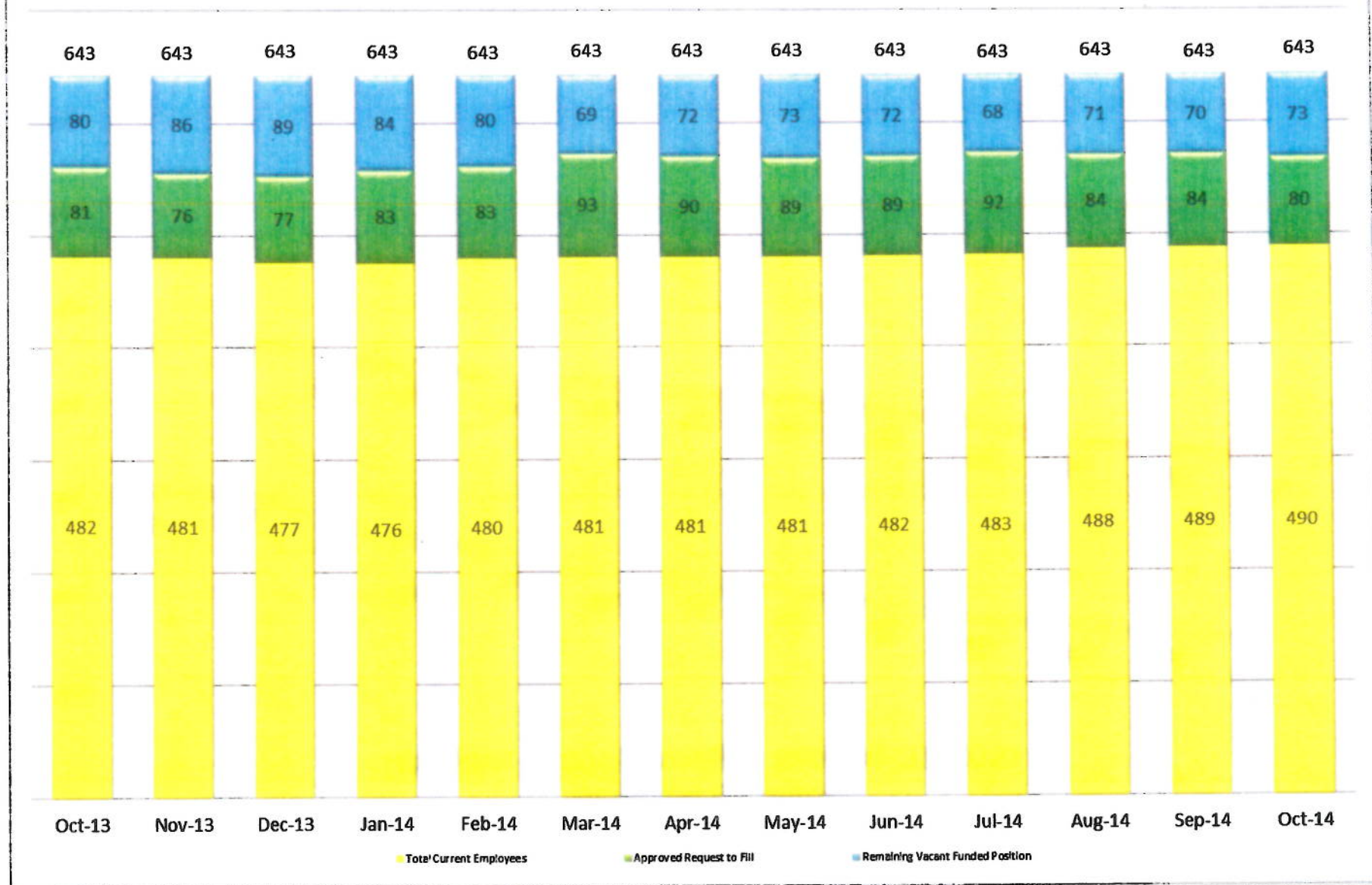


Waialua

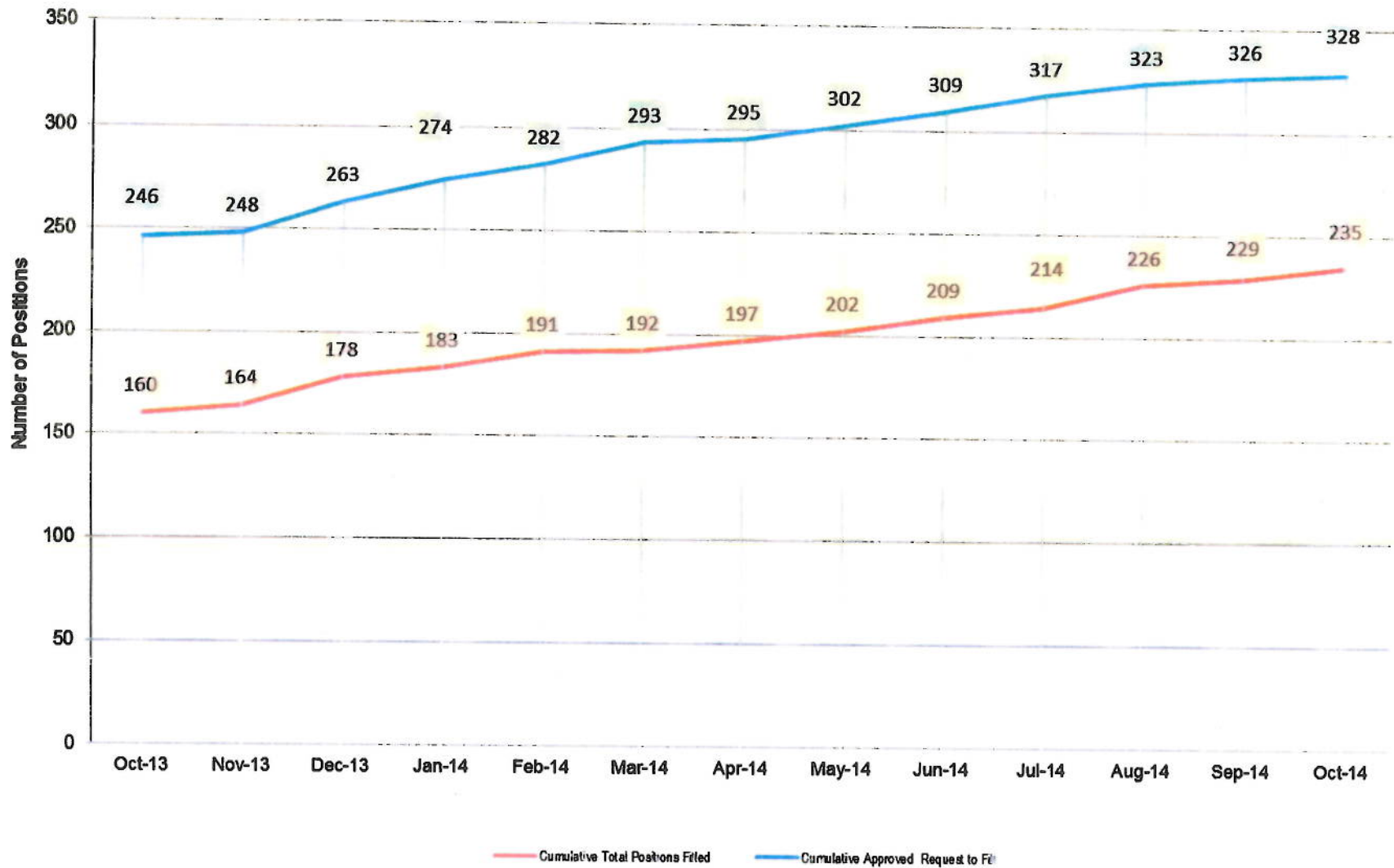




Positions Filled October 1, 2013 through October 31, 2014



Cumulative Totals October 1, 2013 through October 31, 2014



DISCUSSION:

Karen Tom of the Human Resources Office gave the report. Ms. Tom shared that on November 14, 2014, the State approved the Department's Plant Electrical/Electronic Equipment Repairer (PEEER) trades apprentice program. Ms. Tom foresees the first class to be in the fall at the Honolulu Community College. In the meantime, the apprentices may begin working to start attaining their work process hours. Once the Water System Operations (WSO) Division has completed filling the upper level positions, they will know which positions they can downgrade to trades apprentice positions. Mr. Lau added that the whole process for this program to get approved took about two years.

Ms. Tom also informed the Board that WSO has hired eight personal service contract employees to do the water treatment work, allowing the mechanics to focus on their normal repair and maintenance work. Ms. Tom explained that this is a pilot program, and the pilot will determine the class of work and the positions.

Mr. Lau stated that there will be a number of employees retiring at the end of the year. Ms. Tom said that it would be about 8-10 employees retiring. Ms. Cypher commented that the Department is losing a lot of institutional knowledge as employees retire and hopes that the knowledge is being passed on to other people on their work teams. Ms. Tom stated that usually when the division chief knows that someone is retiring, they put in a request to fill the position in advance. Mr. Lau added that as Mr. Takaki described in his presentation, the creation of standards, procedures and tracking systems will help memorialize the process, so as employees retire and the next generation comes in, they'll have the documentation and tools to help them get up to speed faster. This is part of the Department's transition plan that would really prepare for the future. Ms. Tom replied to Ms. Cypher's inquiry by stating that this plan is for the whole department, blue and white collar, and not just for the engineering department. Ms. Cypher stated that the Department should always be training and preparing employees and not wait until people retire, so that they can be ready to step in at any time.

Board Member McMurdo asked how many people are in the apprenticeship program. Field Operations Program Administrator Daryl Hiromoto replied that they have about 12 right now and a couple that are just graduating. Ms. Tom stated that WSO will hire four PEEER apprentices. Ms. Cypher asked how many people are needed for WSO to be at full strength. Mr. Hiromoto replied that WSO has enough room for about four people and Field Operations has room for about 12 people.

Ms. McMurdo inquired how the apprentices are recruited. Ms. Tom explained that the City Department of Human Resources announces an open recruitment and there is a written exam. Ms. McMurdo asked if this applies to engineers also. Mr. Lau stated that the apprenticeship program is for Unit 1 employees. For engineers, the Department has an engineering intern program, where engineering college students may be hired to work at BWS. Ms. Tom added that after an intern graduates, they may be converted to a civil service Engineer I position. Ms. McMurdo asked how many engineer interns the Department currently has, and

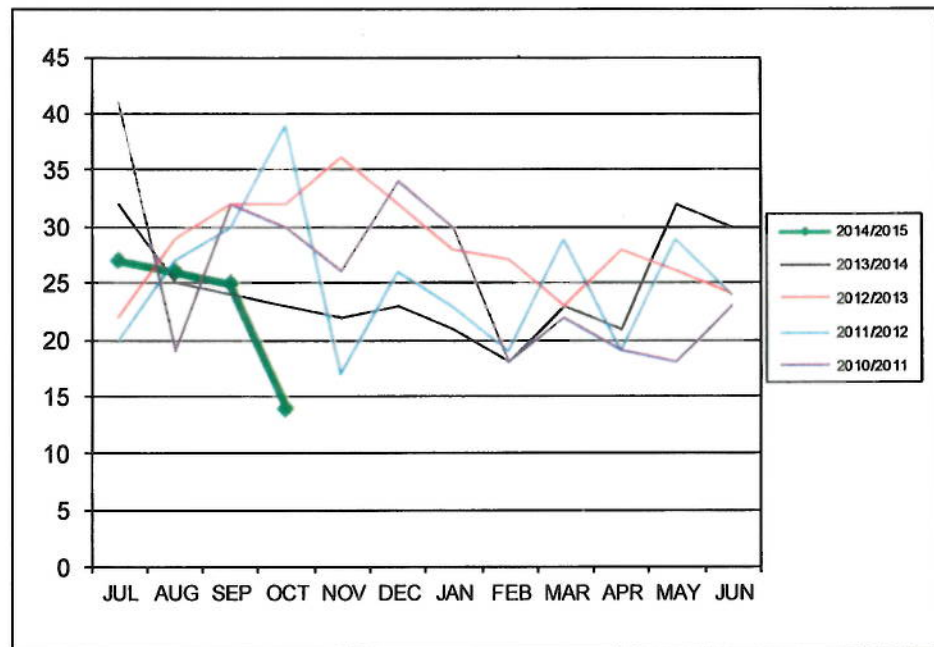
Ms. Tom replied none at this time, as the interns have been converted to an Engineer I and the division has been hiring graduates as Engineer I.

ITEM FOR INFORMATION NO. 7

WATER MAIN REPAIR REPORT for October 2014

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
2014/2015	27	26	25	14									92
2013/2014	32	25	24	23	22	23	21	18	23	21	32	30	294
2012/2013	22	29	32	32	36	32	28	27	23	28	26	24	339
2011/2012	20	27	30	39	17	26	23	19	29	19	29	24	302
2010/2011	41	19	32	30	26	34	30	18	22	19	18	23	312

<u>Date</u>	<u>Address</u>	<u>Size</u>	<u>Cause</u>
10/1	70 Puiwa Rd.	12" P.V.C.	Bear on rock
10/2	839 Kaluanui Rd.	12" C.I.	Corrosion
10/3	94-587 Kipou St.	8" C.I.	Corrosion
10/5	3349 Woodlawn Dr.	8" C.I.	Corrosion
10/7	1128 Alewa Dr.	8" P.V.C.	Unknown
10/7	1011 Kaloaloe St.	8" C.I.	Corrosion
10/10	91-787 Makule Rd.	8" C.I.	Corrosion
10/13	91-017 Amio St.	8" C.I.	Corrosion
10/21	3633 Waialae Ave.	12" C.I.	Corrosion
10/22	86-785 Paheehee Rd. (2 breaks)	8" C.I.	Corrosion
10/24	85-1031 Waianae Valley Rd.	12" C.I.	Corrosion
10/29	85-298 McArthur St.	8" P.V.C.	Corrosion
10/30	94-941 Awamoku Pl.	6" C.I.	Corrosion



Bold * - Pro-active Leak Repair

39.71 miles of pipelines were surveyed by the Leak Detection Team
in the month of October

DISCUSSION:

Field Operations Program Administrator Daryl Hiromoto gave the report. There were no comments or discussion.

MOTION TO
ADJOURN

There being no further business Chair Miyashiro at 2:32 PM called for a motion to adjourn the Open Session. Theresia McMurdo so moved; seconded by Mahealani Cypher and unanimously carried.

Respectfully submitted,



LISA K. KIM

APPROVED:



DUANE R. MIYASHIRO
Chair of the Board

DEC 15 2014

Date

THE MINUTES OF THE REGULAR SESSION BOARD MEETING ON NOVEMBER 24, 2014 WERE APPROVED, AS AMENDED, AT THE DECEMBER 15, 2014 BOARD MEETING			
	AYE	NO	COMMENT
DUANE R. MIYASHIRO	X		
ADAM C. WONG			ABSENT
MAHEALANI CYPHER	X		
THERESIA C. MCMURDO			ABSENT
DAVID C. HULIHEE	X		
ROSS S. SASAMURA	X		
FORD N. FUCHIGAMI	X		