

June 16, 2023

**Via email: [ichadwick@hawaiicounty.gov](mailto:ichadwick@hawaiicounty.gov)**

Kazuo Todd, Fire Chief  
County of Hawai'i  
Hawai'i County Fire Department  
25 Aupuni Street  
Hilo, Hawai'i 96720

**SUBJECT: Munekiyo Hiraga Expression of Interest – Response to Notice to Providers of Professional Services for Fiscal Year 2023-2024**

Dear Chief Todd:

In response to the County's Notice to Providers of Professional Services for the fiscal year 2023-2024, we are submitting for your consideration our enclosed Form 120 and Qualifications Documentation for Munekiyo Hiraga, company brochure, as well as a list of five (5) references.

Pursuant to the Notice, this letter serves as our expression of interest to be considered for the following category of service:

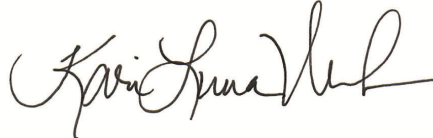
FD.1) Community Planning (Grant Writer, Manager)

Since its founding in 1989, Munekiyo Hiraga has provided professional services in community planning, governmental affairs, and community engagement for a broad range of clients in the State of Hawai'i. Munekiyo Hiraga began as a very small company and has grown to now employing, on average, approximately 18 to 20 people between its Maui and O'ahu offices in the last five (5) years.

Kazuo Todd, Fire Chief  
June 16, 2023  
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Please do not hesitate to contact me at (808) 244-2015 or by email at [planning@munekiyohiraga.com](mailto:planning@munekiyohiraga.com) if you have any questions. We appreciate the opportunity to submit this letter of interest.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kari Luna Nunokawa". The signature is fluid and cursive, with a long horizontal stroke at the end.

Kari Luna Nunokawa, Ed. D.  
Senior Manager

KLN:do

Enclosure

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# **QUALIFICATIONS DOCUMENTATION**

**for**

# **MUNEKIYO HIRAGA**

**June 2023**



**MUNEKIYO HIRAGA**

Planning. Project Management. Sustainable Solutions.



# **QUALIFICATIONS DOCUMENTATION**

**for**

# **MUNEKIYO HIRAGA**

**June 2023**



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# **QUALIFICATIONS SUMMARY**



# I. QUALIFICATIONS SUMMARY

## A. INTRODUCTION

Munekiyo Hiraga is a full service planning, government affairs, and community engagement consulting firm. The firm provides services statewide for a diverse client list which includes governmental agencies, landowners, small businesses, attorneys, architects, engineers, and non-profit organizations. The professionals and support staff of Munekiyo Hiraga have been working together as a team for over 30 years. Munekiyo Hiraga is a statewide firm, with project experience on every major island, and has offices in Wailuku, Maui and Honolulu, O'ahu.

Munekiyo Hiraga is a Minority-Owned, Woman-Owned, and Small Business Association Certified HUBZone firm. Through the Historically Underutilized Business Zones (HUBZone) Program of the Small Business Association, the firm has preferential access to Federal procurement opportunities.

## B. MISSION STATEMENT “EXCELLENCE IN PROCESS MANAGEMENT”

Munekiyo Hiraga is dedicated and committed to providing responsive professional services of the highest quality to all clients. Quality in service by the Munekiyo Hiraga team is:

### 1. Timely

Consistently meeting clients' project time schedules through sound management and resource allocation practices. All projects shall be conducted to meet or better client deadline requirements. Where special scheduling needs are identified, fast-track timetables will be formulated and implemented.

### 2. Proactive

Emphasizing project pre-assessment to anticipate issues and concerns which may arise during the course of an assignment. Early assessment and identification of potential issues can translate into time savings during the course of project planning and implementation. In this regard, it is the firm's objective to conduct early consultation and coordination with client, agencies, and community stakeholders to ensure that issues are identified as early as practicable.

### 3. Strategic and Thorough

Implementing a philosophy that emphasizes diligent and strategically coordinated follow-up with the client, agencies and community stakeholders having a direct

interest in the project. By maintaining ongoing and responsive communication with clients and stakeholders involved in the project, the smooth and timely completion of assignment objectives can be facilitated.

### **C. PROFESSIONAL SERVICES PROVIDED**

A broad range of consulting services is provided by Munekiyo Hiraga to meet the increasingly complex environment in which project development and public policy are implemented. In this regard, client services include, but are not limited to, the following areas:

- Government affairs, community engagement, and communications strategies
- Preparation of technical and feasibility studies, including economic and fiscal impact studies and benefit cost analysis
- Preparation of environmental assessments/environmental impact statements
- Application preparation and process coordination for land use, environmental and construction permits
- Preparation of land use/policy planning studies and development feasibility studies
- Due diligence and permit scoping analyses
- Geographic Information System (GIS) analysis and mapping

The staff of Munekiyo Hiraga has significant experience with governmental agencies and has an excellent understanding of governmental processes, policies, and protocols. In addition, Munekiyo Hiraga places significant value on civil discourse in community engagement activities. It is through establishing open relationships with agency representatives and community stakeholders that Munekiyo Hiraga is able to facilitate successful project processing.

### **D. OUR CORE VALUES**

**Gratitude** As individuals and as a company, we are grateful to our clients, our partners in government and our partners in the community. In times of conflict and challenge, gratitude enhances our capacity to achieve harmony.

**Selflessness** Selflessness means sharing and giving, without expectation of reward. This mindset allows us to work in the context of “company” rather than as “individuals”. A selfless company will more easily coexist with partners in government and community.

**Humility** Humility cannot exist without selflessness. Humility is a mindset and behavior pattern where recognition of self is set aside in the interest of the company, and where the interest of the company is set aside for the interest of clients and community.

## **E. OUTCOMES SOUGHT FOR EACH ASSIGNMENT**

Whether an assignment involves the preparation of a permit application or a technical study, the monitoring of proposed legislation, or the formulation of a community engagement program, Munekiyo Hiraga seeks outcomes which are designed to advance harmony among all project participants. In this regard, the following outcomes are emphasized in each assignment:

1. Mutually respectful working relationships among Client, governmental agencies, and community stakeholders; and
2. Managed expectations through a communication framework which is clear and characterized by trust.

Through successfully meeting project objectives for over 2,000 assignments over the course of 30 years, Munekiyo Hiraga has come to be recognized as a leader in environmental and regulatory processes, technical analysis, and governmental and community affairs.

## **F. QUALITY CONTROL AND QUALITY ASSURANCE PLAN**

Munekiyo Hiraga has established a reputation for providing professional planning services based on sound technical and qualitative analysis, to yield strategically responsible responses and recommendations. Munekiyo Hiraga's approach to planning is based on respecting the intuitive insights of our clients, analyzing reliable technical and policy issues, and integrating both to provide the highest quality of service.

To ensure delivery of reports and applications of the highest caliber, Munekiyo Hiraga has instituted a quality control methodology which is iterative in nature and instituted at the start and throughout a project until completion.

Recognizing the importance of quality control and the desire to maintain a high level of professional integrity in documents produced by Munekiyo Hiraga, we firmly believe that quality is essential to a successful planning firm and key to our company principles. To integrate quality into our corporate values, we strive to naturally blend the following practices into every project:

- Accurate information gathering

- Continual communication with Client and project team
- Early consultation with applicable Federal, State, and County agencies as well as key community stakeholders
- Allowing for sufficient time to prepare required reports while meeting Client's timeline requirements
- Encouraging constructive review and comment and maintaining an open-door policy of in-house commentary
- Management's commitment to quality and professional standards of planning services
- Utilizing the most experienced and skilled personnel available
- Providing sufficient personnel to staff projects
- Continuing education and training of staff
- Maintaining quality of production and office facilities

These practices provide the foundation upon which Munekiyo Hiraga has built its quality control program. The program utilizes various internal controls, reviews, standardized procedures, and checklists.

Illustrative of this process, upon receipt of the Notice to Proceed, the Project Team is selected. Generally, the project team will consist of a Principal in Charge (PIC), a Manager, Senior Associate, or Associate, and an administrative support staff person. Prior to the start of production of the report/application document, the Project Team meets to review the project scope and background. Production tasks are assigned to members of the Project Team and a preliminary production timeline is established for the report/application. At each stage of production, the Project Team reviews the report/application and may seek input from other staff members who are not assigned to the project, but who have familiarity with the project area, project scope, and/or key issues related to the project for government agencies and/or community stakeholders. Additionally, Quality Control (QC) editors are assigned to the Project Team. The QC editors are Associates, Managers, or PICs who are not associated with the project. Documentation preparation and reviews, therefore, involve strict standards to ensure accuracy and quality.

Munekiyo Hiraga believes that its disciplined quality control process is essential to the production of quality documents for our Clients. We continually review our quality control review process to insure that the highest professional standards are met.

## **G. PRINCIPALS**

### **1. Karlynn Fukuda, President**

Ms. Fukuda has 29 years of public relations, governmental services and planning experience. As the public information officer for the County of Maui, she coordinated with all county departments and agencies for the preparation of press releases, media interviews and the planning and implementation of special projects. Ms. Fukuda has been involved in the preparation and processing of Chapter 343, Hawai'i Revised Statutes, Environmental Assessments, the processing of land entitlements and other governmental permits for landowners. She has managed the creation and execution of reports and brochures for County and State agencies, as well as private landowners. She has also been involved in community relations efforts for landowners, including facilitating meetings for community-based master planning and general project reviews.

Ms. Fukuda holds a Bachelor of Arts degree in Journalism and Mass Communication and a Bachelor of Science degree in Communications from the University of Colorado at Boulder, as well as a Master of Arts degree in Communication from Washington State University.

### **2. Mark Alexander Roy, AICP, LEED AP BD+C, Vice President**

Mr. Roy has 23 years of professional experience, including training/facilitation, and providing planning and project management consulting services to governmental agencies, land trust organizations, as well as non-profit institutions and corporate clients. Mr. Roy has extensive experience in matters related to strategic planning, management of complex permitting initiatives, and preparation of environmental impact statements for major land use actions. Mr. Roy has advised large land trusts, private landowners, and State and County agencies in guiding projects through the regulatory and environmental review process.

Mr. Roy is a member of the American Institute of Certified Planners (AICP), the American Planning Association, Hawai'i Chapter and is a LEED Accredited Professional through the U.S. Green Building Council. He attended college for both undergraduate and post graduate studies in the United Kingdom and graduated with a Bachelor of Arts Degree in Environmental Management from the University of Leeds, and, a Master of Science in Environmental Protection from the University of Salford, Manchester.

### **3. Tessa Munekiyo Ng, AICP, Vice President**

Ms. Ng has 17 years of professional planning experience, providing planning and project management consulting services, as well as fiscal and economic impact

analysis and market analysis to various private development companies, non-profit organizations, and government agencies. Ms. Ng has extensive experience in matters related to strategic planning, fiscal and economic analysis, preparation of regulatory permits, and community outreach for land use permitting actions. Ms. Ng has advised major landowners, government agencies and non-profit organizations through the environmental review and land use permitting process.

Ms. Ng is a member of the American Institute of Certified Planners (AICP), the American Planning Association (APA), Hawai'i Chapter, the Urban Land Institute (ULI), and Lambda Alpha International Honorary Society for the Advancement of Land Economics. She graduated with a Bachelor of Arts in Political Economy from Georgetown University in Washington D.C. and received a Master in City Planning from the University of California at Berkley.

**4. Michael T. Munekiyo, AICP, Senior Advisor**

Mr. Munekiyo has 49 years of professional planning experience, which includes positions with State and County governments, a private consulting firm and a corporate landowner. Mr. Munekiyo's experience touches upon a solid and broad base of planning programs and projects, ranging from the preparation of issue papers for the Hawai'i Coastal Zone Management Program and Hawai'i State Plan, and processing of regulatory permit applications and environmental impact statements for major infrastructure improvements. He has thorough knowledge of State and County planning processes and has a full understanding of County legislative processes.

Mr. Munekiyo holds a Bachelor of Science Degree in Civil Engineering from Colorado State University and a Master of Urban and Regional Planning Degree from the University of Hawai'i. He is a member of the American Institute of Certified Planners (AICP), American Planning Association, Hawai'i Chapter, and is a Registered Professional Engineer (State of Colorado).

## H. POINT OF CONTACT

For additional information regarding the firm's services and capabilities, please contact us.

### **Maui Office**

305 High Street, Suite 104  
Wailuku, Hawai'i 96793  
Phone: (808) 244-2015  
Fax: (808) 244-8729

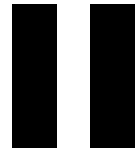
### **O'ahu Office**

735 Bishop Street, Suite 412  
Honolulu, Hawai'i 96813  
Phone: (808) 983-1233

Email: [planning@munekiyohiraga.com](mailto:planning@munekiyohiraga.com)

Web: [www.munekiyohiraga.com](http://www.munekiyohiraga.com)

**FORM 120**



**STATE OF HAWAII**  
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

**QUESTIONNAIRE FOR ARCHITECTS, ENGINEERS AND OTHER PROFESSIONAL SERVICES**

<b>QUESTIONNAIRE FOR: (LIST DISCIPLINE)</b> Planning	<b>OTHER QUESTIONNAIRES SUBMITTED: (LIST DISCIPLINES)</b>	<b>DATE</b> June 16, 2023
<b>FIRM NAME</b> MUNEKIYO & HIRAGA, INC., doing business as MUNEKIYO HIRAGA	<b>ESTABLISHED YEAR STATE</b> 1989 Hawai'i	<b>TYPE OF ORGANIZATION (Underline)</b> INDIVIDUAL    PARTNERSHIP <u>CORPORATION</u> JOINT VENTURE    OTHER
<b>BUSINESS ADDRESS, TELEPHONE &amp; FAX NO. OF HAWAII OFFICE</b> 305 High Street, Suite 104 Wailuku Hawai'i 96793 Tel. (808) 244-2015 Fax. (808) 244-8729	<b>AGE OF FIRM</b> 34 years	<b>FEDERAL ID NO.</b> 99-0288522
<b>PRINCIPALS OF FIRM: (NAMES)</b> Karlynn Fukuda Mark Alexander Roy Tessa Munekiyo Ng Michael T. Munekiyo		<b>YEARS ESTABLISHED IN HAWAII</b> 34 years
<b>PRESENT BRANCH OFFICE(s): (ADDRESS, TELEPHONE &amp; FAX NO.)</b> 735 Bishop Street, Suite 412 Honolulu, Hawai'i 96813 Tel. (808) 983-1233		<b>ASSOCIATE MEMBERS OF FIRM: (NAMES)</b>
<b>PERSON IN CHARGE: (NAMES)</b> Karlynn Fukuda		

**NUMBER OF PERSONNEL IN YOUR PRESENT ORGANIZATION**

LOCATED AT	PRINCIPALS & KEY PERSONNEL			OTHER PERSONNEL *PLANNERS										TOTAL	
	Architect	Engineer	Others	Architect	<del>Engineers</del> PLANNERS				Draftsmen	Spec. Writer	Estimator	Inspector	Surveyor		Balance
					Mech.	Electric	Civil	Others							
HOME OFFICE			3					6						7	16
BRANCH (Honolulu Office)			1					2							3
<b>TOTAL</b>			4*					8						7	19
<b>TECHNICAL PERSONNEL:</b>			<b>NUMBER OF PERSONNEL WITH HAWAII LICENSES</b>						N/A		<b>NUMBER OF PERSONNEL WITHOUT HAWAII LICENSES</b>				N/A

PERSONAL HISTORY STATEMENT OF PRINCIPALS AND ASSOCIATES WITHIN YOUR FIRM								
NAME <b>Karlynn Fukuda</b>			RESIDENT OF Hawai'i		NAME <b>Mark Alexander Roy, AICP, LEED, AP BD+C</b>			RESIDENT Hawai'i
TITLE President				TITLE Vice President				
YEARS OF EXPERIENCE 29 years	AS PRINCIPAL IN THIS FIRM 16 years	AS PRINCIPAL IN OTHER FIRMS N/A	OTHER THAN PRINCIPAL 4 years	YEARS OF EXPERIENCE 23 years	AS PRINCIPAL IN THIS FIRM 12 years	AS PRINCIPAL IN OTHER FIRMS N/A	OTHER THAN PRINCIPAL 7 years	
EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <b>University of Colorado:</b> Bachelor of Arts, Journalism and Mass Communications, 1992; Bachelor of Science, Communications, 1992; <b>Washington State University:</b> Master of Arts, Communications, 1996				EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <b>The University of Leeds:</b> Bachelor of Arts, Environmental Management, 1998 <b>The University of Salford:</b> Master of Science, Environmental Protection, 2000				
MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS American Planning Association				MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS American Institute of Certified Planners; American Planning Association; LEED-Accredited Professional (LEED AP BD+C)				
REGISTRATION (TYPE, YEAR, STATE) Not Applicable				REGISTRATION (TYPE, YEAR, STATE) Not Applicable				

PERSONAL HISTORY STATEMENT OF PRINCIPALS AND ASSOCIATES WITHIN YOUR FIRM							
<b>NAME</b> <b>Tessa Munekiyo Ng, AICP</b>				<b>RESIDENT OF</b> Hawai'i			
<b>NAME</b> <b>Michael T. Munekiyo, AICP</b>				<b>RESIDENT OF</b> Hawai'i			
<b>TITLE</b> Vice President				<b>TITLE</b> Senior Advisor			
<b>YEARS OF EXPERIENCE</b> 17 years	<b>AS PRINCIPAL IN THIS FIRM</b> 10 years	<b>AS PRINCIPAL IN OTHER FIRMS</b> N/A	<b>OTHER THAN PRINCIPAL</b> 2 years	<b>YEARS OF EXPERIENCE</b> 49 years	<b>AS PRINCIPAL IN THIS FIRM</b> 34 years	<b>AS PRINCIPAL IN OTHER FIRMS</b> N/A	<b>OTHER THAN PRINCIPAL</b> 0 years
<b>EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION)</b> <b>Georgetown University:</b> Bachelor of Arts, Political Economy Major, History Minor, 2006 <b>University of California at Berkeley:</b> Masters of City Planning, Housing and Community Development Concentration, 2008				<b>EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION)</b> <b>Colorado State University:</b> Bachelor of Science, Civil Engineering, 1974 <b>University of Hawai'i:</b> MURP, Urban and Regional Planning, 1976			
<b>MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS</b> American Institute of Certified Planners; American Planning Association; Urban Land Institute; Lambda Alpha International Honorary Society for the Advancement of Land Economics, Aloha Chapter				<b>MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS</b> American Institute of Certified Planners; American Planning Association; National Society of Professional Engineers			
<b>REGISTRATION (TYPE, YEAR, STATE)</b> Not Applicable				<b>REGISTRATION (TYPE, YEAR, STATE)</b> Professional Engineer (Civil), 1982 Colorado			

PERSONAL HISTORY STATEMENT OF TECHNICAL PERSONNEL WITHIN YOUR FIRM					
<b>NAME</b> <b>Kari Luna Nunokawa</b>		<b>STATUS (Underline)</b> <u>Full-Time</u> Part-Time		<b>NAME</b> <b>Charlene Shibuya</b>	
<b>TITLE OR POSITION</b> Senior Manager		<b>YEARS OF EXPERIENCE</b> 21 years		<b>TITLE OR POSITION</b> Senior Associate	
<b>WITH THIS FIRM</b> 3 years	<b>WITH LAST FIRM</b> (NAME & NO. OF YEARS) Maui Economic Development Board (less than 1 year)	<b>WITH OTHER FIRMS</b> 18 years		<b>WITH THIS FIRM</b> 10 years	<b>WITH LAST FIRM</b> (NAME & NO. OF YEARS) State of Hawai'i, Department of Transportation (17 years)
<b>EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION)</b> <b>University of Washington:</b> Bachelor of Arts, English, Classical Studies Minor, 1998 <b>Chaminade University:</b> Master of Science, Psychology, 2002 <b>University of Southern California:</b> Doctor of Education, 2012			<b>EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION)</b> <b>University of Hawai'i at Mānoa:</b> Bachelor of Science, Civil Engineering, 1979		
<b>REGISTRATION (TYPE, YEAR, STATE)</b> Not Applicable			<b>REGISTRATION (TYPE, YEAR, STATE)</b> Professional Engineer (Civil), 1985, Hawai'i		
<b>NAME</b> <b>Gwendolyn Leialoha Cheney Rivera</b>		<b>STATUS (Underline)</b> <u>Full-Time</u> Part-Time		<b>NAME</b> <b>Yukino Uchiyama, AICP</b>	
<b>TITLE OR POSITION</b> Senior Associate		<b>YEARS OF EXPERIENCE</b> 28 years		<b>TITLE OR POSITION</b> Senior Associate	
<b>WITH THIS FIRM</b> 7 years	<b>WITH LAST FIRM</b> (NAME & NO. OF YEARS) Anaergia Services, Kahului (2 years)	<b>WITH OTHER FIRMS</b> 19 years		<b>WITH THIS FIRM</b> 6 years	<b>WITH LAST FIRM</b> (NAME & NO. OF YEARS) UDS, Ltd. (Japan) (2 years)
<b>EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION)</b> <b>The Ohio State University:</b> Bachelor of Science, Chemical Engineering, 1994 <b>University of Hawai'i at Mānoa:</b> Master of Science, Bioengineering, 2004			<b>EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION)</b> <b>Waseda University:</b> Bachelor of Arts, Anthropology, 2013 <b>University College London:</b> Master of Arts, Sustainable Urbanism, 2014		
<b>REGISTRATION (TYPE, YEAR, STATE)</b> Not Applicable			<b>REGISTRATION (TYPE, YEAR, STATE)</b> Not Applicable		

PERSONAL HISTORY STATEMENT OF TECHNICAL PERSONNEL WITHIN YOUR FIRM							
NAME <b>Chris Sugidono</b>		STATUS (Underline) <u>Full-Time</u> Part-Time		NAME <b>Emily Murai</b>		STATUS (Underline) <u>Full-Time</u> Part-Time	
TITLE OR POSITION Senior Associate		YEARS OF EXPERIENCE 10 years		TITLE OR POSITION Associate		YEARS OF EXPERIENCE 8 years	
WITH THIS FIRM 2 years	WITH LAST FIRM (NAME & NO. OF YEARS) County of Maui (2 years)	WITH OTHER FIRMS 6 years		WITH THIS FIRM 2 years	WITH LAST FIRM (NAME & NO. OF YEARS) HI Employment (2 ½ years)	WITH OTHER FIRMS 3 ½ years	
EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <b>University of Oregon:</b> Bachelor of Science, Journalism, 2012				EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <b>University of Hawai'i at Mānoa:</b> Bachelor of Arts, American Studies, 2015 <b>University of Pennsylvania:</b> Master of Science, Education, 2017			
REGISTRATION (TYPE, YEAR, STATE) Not Applicable				REGISTRATION (TYPE, YEAR, STATE) Not Applicable			
NAME <b>Cy Yoshizu</b>		STATUS (Underline) <u>Full-Time</u> Part-Time		NAME <b>C. Hoku Krueger</b>		STATUS (Underline) <u>Full-Time</u> Part-Time	
TITLE OR POSITION Associate		YEARS OF EXPERIENCE 9 years		TITLE OR POSITION Associate		YEARS OF EXPERIENCE 9 years	
WITH THIS FIRM Less than 1 year	WITH LAST FIRM (NAME & NO. OF YEARS) University of Hawai'i Maui College (1 Year)	WITH OTHER FIRMS 8 years		WITH THIS FIRM Less than 1 year	WITH LAST FIRM (NAME & NO. OF YEARS) Pacific Media Group (2 years)	WITH OTHER FIRMS 7 years	
EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <b>University of Hawai'i, West Oahu:</b> Bachelor of Arts, Social Sciences, 2016 <b>Shidler College of Business, University of Hawai'i at Mānoa:</b> Master of Human Resource Management, 2017				EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <b>Occidental College:</b> Bachelor of Arts in English Literature, French Studies, Minor, 2016			
REGISTRATION (TYPE, YEAR, STATE) Not Applicable				REGISTRATION (TYPE, YEAR, STATE) Not Applicable			

**OUTSIDE ASSOCIATES AND CONSULTANTS USUALLY EMPLOYED**

DISCIPLINE	NAME OF FIRM OR INDIVIDUAL	DISCIPLINE	NAME OF FIRM OR INDIVIDUAL
Traffic and Civil Engineer	Wilson Okamoto Corporation; Austin, Tsutsumi & Associates, Inc.		
Civil Engineer	Otomo Engineering, Inc.; Ronald M. Fukumoto Engineering, Inc.		
Archaeologist and Cultural Specialist	Scientific Consultant Services; Cultural Surveys Hawai'i; Aina Archaeology		

**ERRORS AND OMISSIONS INSURANCE**

DOES YOUR FIRM HAVE ERRORS & OMISSION (E&O) INSURANCE? (Underline)			AMOUNT OF COVERAGE PER CLAIM	AMOUNT OF DEDUCTIBLE
<u>YES</u>	NO	PROJECT INSURANCE	\$2,000,000.00	\$15,000.00

Submit proof of insurance or insurability from your insurance carrier with this form.

**SUMMARY OF YOUR FIRM'S COMPLETED AND PRESENT PROJECTS DURING THE LAST TEN YEARS**

**AS A PRIME A/E CONSULTANT**

TOTAL NUMBER OF COMPLETED PROJECTS	795
TOTAL ESTIMATED CONSTRUCTION COST OF COMPLETED PROJECTS	\$1.4 billion
TOTAL NUMBER OF PRESENT PROJECTS	145
TOTAL ESTIMATED CONSTRUCTION COST OF PRESENT PROJECTS	\$80 million

**AS AN ASSOCIATE WITH OTHER A/E CONSULTANTS**

TOTAL NUMBER OF COMPLETED PROJECTS	220
TOTAL ESTIMATED CONSTRUCTION COST OF COMPLETED PROJECTS (ONLY THE PORTION OF WORK FOR WHICH YOUR FIRM WAS RESPONSIBLE)	\$105 million
TOTAL NUMBER OF PRESENT PROJECTS	95
TOTAL ESTIMATED CONSTRUCTION COST OF PRESENT PROJECTS (ONLY THE PORTION OF WORK FOR WHICH YOUR FIRM IS RESPONSIBLE)	\$500 million

**CLASS OF WORK AND PROJECT TYPE SPECIALIZATION**

TYPE OF PROJECT	TOTAL NO. OF COMPLETED PROJECTS	TOTAL ESTIMATED CONSTRUCTION COST	TOTAL ESTIMATED PROJECT SIZE (G.S.F.)
Planning (i.e., environmental impact studies and regulatory permitting)	795	\$1.4 billion	Not Applicable
Special studies (Community Plans, technical, and feasibility)	220	Not Applicable	Not Applicable

Categorize your firm's class for work during the last ten years by project type. Examples of project types include Educational, Commercial, Industrial, Residential, Health Care, Correctional and Judicial Facilities. Work may also be categorized as planning, civil sitework, renovation/alteration, architectural barrier removal, fire alarm system, etc.

**PRESENT/COMPLETED PROJECTS IN WHICH YOUR FIRM IS/WAS DESIGNATED THE PRIME CONSULTANT (BY TYPE)**

(LIST A MAXIMUM OF 10 PROJECTS FOR EACH DISCIPLINE/TYPE OF WORK BEING APPLIED FOR.  
LIST PROJECTS THAT REFLECT YOUR ABILITY TO PROVIDE QUALITY WORK FOR YOUR REQUESTED PROJECTS.)

TYPE :							
YEAR	NAME AND LOCATION OF THE PROJECT	NAME OF LEAD DESIGNER	NAME, ADDRESS, PHONE & FAX NO. OF THE OWNER	ESTIMATED CONST. COST (\$)	DURATION FOR DESIGN (MONTHS)	% COMPLETED	
						DESIGN	CONST.
Ongoing	<b>County of Maui, Central Maui Wastewater Reclamation Facility</b> (Chapter 343, Hawai'i Revised Statutes (HRS) Environmental Impact Statement (EIS) and Land Use Entitlement Assistance), Waikapū, Maui, Hawai'i	Mark Alexander Roy	County of Maui Department of Environmental Management 200 S. High Street Wailuku, Hawai'i 96793 (808) 270-8230 Fax: (808) 270-8234	N/A	N/A	N/A	N/A
Ongoing	<b>DLNR E. Kapolei Strategic Master Plan</b> (Chapter 343, HRS EIS), Kapolei, O'ahu, Hawai'i	Tessa Munekiyo Ng	State of Hawai'i Department of Land and Natural Resources 1151 Punchbowl Street #220 Honolulu, Hawai'i 96813 (808) 587-0400 Fax: (808) 587-0455	N/A	N/A	25%	0%
Ongoing	<b>Kaiaulu O Kalaeloa Affordable Housing Project</b> (Chapter 201H, HRS Affordable Housing Approval), Kalaeloa, O'ahu, Hawai'i	Tessa Munekiyo Ng	Ikaika Ohana 2610 Pacific Heights Road Honolulu, Hawai'i 96813 (808) 829-1426 Fax: (808) 587-0455	N/A	N/A	10%	N/A
Ongoing	<b>Makalapua Project District</b> (Chapter 343, HRS Environmental Assessment (EA), Land Use Entitlements), North Kona, Hawai'i Island, Hawai'i	Tessa Munekiyo Ng	Lili'uokalani Trust 1100 Alakea St., #1100 Honolulu, Hawai'i 96813 (808) 203-6150 Fax: (808) 203-6151	\$65 million	N/A	75%	N/A
Ongoing	<b>Nāwiliwili Harbor Terminal Improvements</b> (Chapter 343, HRS EA Exemption, Height Variance and Zoning Permit), Lihue, Kaua'i, Hawai'i	Karlynn Fukuda	Hawaiian Cement 99-1300 Halawa Valley Street Aiea, Hawai'i 96701 (808) 483-3347 Fax: Not Available	N/A	N/A	N/A	N/A

2022	<b>Keawalau Affordable Housing Project</b> (Chapter 201H, HRS Affordable Housing Approval), Waipahu, O'ahu, Hawai'i	Tessa Munekiyo Ng	Highridge Costa Development Company 330 West Victoria Street Gardena, California 90248 (424) 258-2800 Fax: (424) 258-2801	\$291 million	N/A	100%	0%
2020	<b>County of Hawai'i (Re)development Feasibility Assessment</b> (Feasibility Analysis), Hawai'i Island, Hawai'i	Tessa Munekiyo Ng	County of Hawai'i Department of Research and Development 25 Aupuni Street, Suite 1301 Hilo, Hawai'i 96720 (808) 961-8366 Fax: (808) 935-1205	N/A	N/A	N/A	N/A
2019	<b>Lāna'i Airport Runway Improvements</b> (National Environmental Policy Act (NEPA) EA), Lāna'i City, Lāna'i, Hawai'i	Karlynn Fukuda	Pūlama Lāna'i 733 Bishop Street, Suite 1500 Honolulu, Hawai'i 96813 (808) 237-2001 Fax: Not Available	\$5 million	N/A	20%	N/A
2013	<b>Banyan Drive Feasibility Analysis</b> (Market Study, Sea Level Rise Analysis, Feasibility Study), Hilo, Hawai'i Island, Hawai'i	Tessa Munekiyo Ng	State of Hawai'i Department of Land & Natural Resources 1151 Punchbowl Street #220 Honolulu, Hawai'i 96813 (808) 587-0400 Fax: (808) 587-0455	N/A	N/A	100%	N/A
2013	<b>Kanoiehua Industrial Area Feasibility Studies</b> (Market Study, Lot Consolidation Analysis, Master Lease Feasibility Study), Hilo, Hawai'i Island, Hawai'i	Tessa Munekiyo Ng	State of Hawai'i Department of Land and Natural Resources 1151 Punchbowl Street #220 Honolulu, Hawai'i 96813 (808) 587-0400 Fax: (808) 587-0455	N/A	N/A	100%	N/A

**PRESENT/COMPLETED PROJECTS THAT YOUR FIRM IS/WAS ASSOCIATED WITH OTHERS (BY TYPE)**

(LIST A MAXIMUM OF 10 PROJECTS FOR EACH DISCIPLINE/TYPE OF WORK BEING APPLIED FOR.  
LIST PROJECTS THAT REFLECT YOUR ABILITY TO PROVIDE QUALITY WORK FOR YOUR REQUESTED PROJECTS.)

TYPE :								
YEAR	NAME AND LOCATION OF THE PROJECT	NAME, ADDRESS, PHONE & FAX NO. OF THE OWNER	ESTIMATED CONSTRUCTION COST		DURATION FOR DESIGN (MONTHS)	PRIME FIRM ASSOCIATED WITH	% COMPLETED	
			ENTIRE PROJECT	YOUR FIRM'S WORK			DESIGN	CONST.
Ongoing	<b>Hilo Medical Center</b> (Chapter 343, Hawai'i Revised Statutes (HRS) Environmental Assessment (EA)), Hilo, Hawai'i	Hawai'i Health Systems Corporation 3675 Kīlauea Avenue Honolulu, Hawai'i 96816	\$90 million	N/A	N/A	Bowers + Kubota	100%	0%
Ongoing	<b>Central Maui Transportation Plan</b> (Community Outreach), Wailuku and Kahului, Maui, Hawai'i	County of Maui Department of Public Works 200 South High Street, 4 <sup>th</sup> Floor Waikuku, Hawai'i 96793 (808) 270-7845 Fax: (808) 270-7955	N/A	N/A	N/A	Nelson/Nygaard	N/A	N/A
Ongoing	<b>Front Street Sidewalks and Seawall Improvements</b> (Chapter 343, HRS EA, Special Management Area (SMA) Use Permit, Shoreline Setback Variance, Historic District Approval, Conservation District Use Permit application, Community Outreach), Lāhainā, Maui, Hawai'i	County of Maui Department of Public Works 200 S. High Street, 4th Floor Wailuku, Hawai'i 96793 (808) 270-7845 Fax: (808) 270-7955	\$4 million	N/A	N/A	Sato & Associates	40%	N/A
Ongoing	<b>Hanauma Bay Sewer Improvements Project</b> (Chapter 343, HRS EA Exemption, Land Use Permits), Hawai'i Kai, O'ahu, Hawai'i	City and County of Honolulu Department of Design and Construction 650 South King Street, 11th Floor Honolulu, Hawai'i 96813 (808) 768-8480 Fax: (808) 768-4567	N/A	N/A	N/A	SEY Engineers, Inc.	30%	0%
Ongoing	<b>Kekaha Irrigation Ditch Waimea River Monitoring Plan</b> (Chapter 343 HRS EA, Exemption, Regulatory Permitting), Waimea, Kaua'i, Hawai'i	Agribusiness Development Corporation 1428 S. King Street Honolulu, Hawai'i 96814 (808) 973-9560 Fax: Not Available	N/A	N/A	N/A	Akinaka & Associates, Ltd.	80%	N/A

Ongoing	<b>Kuhio Highway Improvements</b> (Chapter 343, HRS EA Exemption, National Environmental Policy Act (NEPA) Categorical Exclusion, Conservation District Permitting Coordination, SMA Use Permit), Kaua'i, Hawai'i	State of Hawai'i Department of Transportation Highways Division 1720 Haleukana Street Lihue, Hawai'i 96766 (808) 241-3000 Fax: (808) 241-3011	TBD	N/A	N/A	Akinaka & Associates, Ltd.	N/A	N/A
Ongoing	<b>Liloa Drive Extension Project</b> (Chapter 343 HRS EA, SMA Use Permit, NEPA Categorical Exclusion, Federal Consultation, Community Outreach), Kihei, Maui, Hawai'i	County of Maui Department of Public Works 200 S. High Street, 4th Floor Wailuku, Hawai'i 96793 (808) 270-7845 Fax: (808) 270-7955	\$35-40 million	N/A	N/A	Warren Unemori Engineering	30%	N/A
Ongoing	<b>State of Hawai'i Safety Management Systems Project</b> (Assistance with SMS program information review and general coordination), Hawai'i Island, Maui, Kaua'i, Hawai'i	State of Hawai'i Department of Transportation Highways Division 869 Punchbowl Street Honolulu, Hawai'i 96813 (808) 587-2150 Fax: (808) 587-2167	N/A	N/A	N/A	RS&H	N/A	N/A
Ongoing	<b>Traffic Signals at Various Locations, Phase 17 and Phase 18</b> (Chapter 343, HRS EA Exemption, NEPA Categorical Exclusion, Section 106 National Historic Preservation Act Coordination), Honolulu, O'ahu, Hawai'i	City & County of Honolulu Dept. of Transportation Services 650 S. King Street, 3 <sup>rd</sup> Floor Honolulu, Hawai'i 96813 (808) 768-8321 Fax: Not Available	N/A	N/A	N/A	ICX Transportation Group	75%	N/A
Ongoing	<b>Wailuku River Bank Stabilization Project</b> (Chapter 343, HRS EA, Department of Army Permit, Section 401 Water Quality Certification, Coastal Zone Management Consistency Determination, Stream Channel Alteration Permit), Wailuku, Maui, Hawai'i	County of Maui Department of Public Works 200 S High Street Wailuku, Hawai'i 96793 (808) 270-7845 Fax: (808) 270-7955	N/A	N/A	N/A	Austin, Tsutsumi & Associates, Inc.	30%	N/A

**Note: Services performed relate to environmental assessment preparation/processing and regulatory permit processing.**

**Explain firm’s individual project assignment, project management structure, project execution (work flow and responsibilities) and quality control process.** In the event the spaces provided on this form are not sufficient for entries, or if you wish to furnish additional information, it may be inserted here or on separate sheets, with appropriate references.


Our approach to providing consulting services is based on analyzing individual project-specific considerations and reliable technical information, respecting the intuitive insights of our clients, and integrating both to provide the highest quality of service. We strive to:

- Consistently meet clients’ time schedules through sound management and resource allocation.
- Emphasize project pre-assessment to identify issues and concerns that may arise during the project. We find that early consultation and coordination with the client, agencies, and other project team members ensure that issues are, to the maximum extent possible, addressed upfront.
- Implement diligent and strategic follow-up at each stage of the project. By maintaining ongoing communication with the client and involved parties, a smooth and timely achievement of project objectives can be facilitated.

The firm’s project assignments are made after a review of the skills required for the project, as well as personnel availability. Each project team is composed of, at a minimum, a principal in charge, an associate and/or senior associate, and an administrative assistant. Work flow, project status, and milestones are monitored by the principal in charge. Munekiyo Hiraga utilizes a cloud-based project management system to track project tasks and schedules, coordination items, documentation, and key milestones. All project deliverables undergo a quality control review process, which involves review by the project team’s associate and/or senior associate and principal in charge, as well as review by a staff member not assigned to the project for third-party quality control review. The management structure and processes established at Munekiyo Hiraga allows for regular monitoring of work flow, creates accountability, and ensures timely performance.

Work at Munekiyo Hiraga is guided by the company’s three core values – Gratitude, Selflessness, and Humility. These core values define how we see ourselves as a company and drive the way we do business. Please refer to pages 1 to 3 of the Qualifications Summary in Part I of this document for more information.

As of this date June 16, 2023 the foregoing is a true statement of facts.

<b>NAME OF FIRM OR INDIVIDUAL SUBMITTING QUESTIONNAIRE</b> Munekiyo Hiraga	<b>TYPE NAME AND TITLE OF PERSON SIGNING</b> Kari Luna Nunokawa, Senior Manager	<b>SIGNATURE</b> 
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**NOTE:** It is to a firm’s advantage to maintain its experience record on a current basis. This may be accomplished by periodically forwarding current data to DAGS.

**PRINCIPALS ONLY - ADDITIONAL INFORMATION**

NAME <b>SEE RESUMES IN PART III OF THIS DOCUMENT</b>	TITLE AND POSITION	YEARS WITH FIRM
MAJOR RESPONSIBILITIES WITH THIS FIRM		

**PRIOR EMPLOYMENT**  
 (START WITH LATEST EMPLOYMENT PRIOR TO JOINING THIS FIRM AND PROVIDE SIMILAR INFORMATION FOR EACH SEPARATE EMPLOYMENT OR MAJOR CHANGES IN DUTIES WITH THE SAME EMPLOYER.)

FIRM:	DATE	FIRM:	DATE
	FROM:                      TO:		FROM:                      TO:
ADDRESS:		ADDRESS:	
JOB TITLE:		JOB TITLE:	
SUPERVISOR'S NAME AND TITLE:		SUPERVISOR'S NAME AND TITLE:	
MAJOR DUTIES:		MAJOR DUTIES:	

FIRM:	DATE	FIRM:	DATE
	FROM:                      TO:		FROM:                      TO:
ADDRESS:		ADDRESS:	
JOB TITLE:		JOB TITLE:	
SUPERVISOR'S NAME AND TITLE:		SUPERVISOR'S NAME AND TITLE:	
MAJOR DUTIES:		MAJOR DUTIES:	

**RESUMES**





## KARLYNN FUKUDA PRESIDENT

305 High Street, Suite 104, Wailuku, Hawai'i 96793  
(808) 244-2015  
karlynn@munekiyoHIRAGA.com



**MUNEKIYO HIRAGA**

Planning. Project Management. Sustainable Solutions.

### Summary

- **Areas of Professional Experience:** Project management; community planning; environmental impact analysis; regulatory permitting; community outreach
- **Years of Experience:** 29 years
- **Years with Munekiyo Hiraga:** 20 years

### Education

- Master of Arts, Communication – Washington State University, 1996
- Bachelor of Science, Communications – University of Colorado, Boulder, 1992
- Bachelor of Arts, Journalism and Mass Communications – University of Colorado, Boulder, 1992

### Registrations, Certifications and Membership in Professional Associations

American Planning Association, Hawai'i Chapter

### List of Selected Projects

- County of Maui, Department of Public Works, Lower Honoapiilani Road Improvements at Kaopala Bay: Community outreach and coordination for potential alternatives review for improvements to roadway located adjacent to the shoreline (County of Maui, Department of Public Works, ongoing)
- Honoapiilani Highway Realignment: Special Management Area (SMA) Assessment and Shoreline Setback Assessment/Determination applications, Chapter 343, Hawai'i Revised Statutes (HRS) Environmental Assessment (EA) Exemption and Community Outreach for shifting of two (2) portions of the existing highway to move it further away from the shoreline in Olowalu and Ukumehame, Maui, Hawai'i (State of Hawai'i Department of Transportation, ongoing)
- Department of Hawaiian Home Lands Pu'unani Homestead: Chapter 343, HRS EA for a proposed residential housing subdivision for DHHL beneficiaries in Waikapū, Maui, Hawai'i (DDC, 2020)
- Līhu'e Airport Runway Safety Area Improvements: Assistance with Chapter 343, HRS and National Environmental Policy Act (NEPA) EA for the installation of FAA required improvements to meet runway safety standards in Līhu'e, Kaua'i, Hawai'i (State of Hawai'i, Department of Transportation, 2017)
- Kahului Airport Access Road, Phase I: NEPA EA for the construction of a new access road to Kahului Airport in Kahului, Maui, Hawai'i (State of Hawai'i, Department of Transportation, 2012)

### Previous Employment

- County of Maui, Office of the Mayor, Public Information Officer
- Kapalua Land Company, Ltd., Public Relations Assistant

### Community Activities

- Leader, Maui Girls 4-H Club
- Team Mom, Kahului Giants Baseball



**MARK ALEXANDER ROY**  
**AICP, LEED AP BD+C**  
VICE PRESIDENT

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(808) 244-2015  
mark@munekiyohiraga.com



**MUNEKIYO HIRAGA**

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## Summary

- **Areas of Professional Experience:** Project and process management; scoping/feasibility studies; due diligence research; environmental impact analysis; regulatory permitting; community/stakeholder outreach and engagement
- **Years of Experience:** 23 years
- **Years with Munekiyo Hiraga:** 19 years

## Education

- Master of Science in Environmental Protection – University of Salford, Manchester, England (United Kingdom), 2000
- Bachelor of Arts Honors in Environmental Management –University of Leeds, Leeds, England (United Kingdom), 1998

## Registrations, Certifications and Membership in Professional Associations

American Institute of Certified Planners (AICP); American Planning Association, Hawai'i Chapter; LEED Accredited Professional (LEED AP BD+C)

## List of Selected Projects

- Wailuku River Bank Stabilization Project: Chapter 343, Hawai'i Revised Statutes (HRS) Environmental Assessment (EA), and regulatory permitting (Including Department of Army Permit, Water Quality Certification, and Coastal Zone Management Consistency Determination) for slope stabilization improvements to the Wailuku River in Wailuku, Maui, Hawai'i (County of Maui, Department of Public Works, ongoing)
- Hele Mai Maui Long Range Transportation Plan: Community outreach support for Maui Metropolitan Planning Organization's Long-Range Transportation Plan Update Process (Maui Metropolitan Planning Organization, 2020)
- Lāhainā Ferry Pier Improvements: Regulatory permitting (Department of Army, Section 401 Water Quality Certification, Historic District Approval, and Shoreline Setback Variance) and community outreach assistance for construction of a new pier and harbor master office improvements at the Lahaina Small Boat Harbor in Lāhainā, Maui, Hawai'i (State of Hawai'i, Department of Land and Natural Resources, 2019)
- Moloka'i Public Library Addition Project: Chapter 343, HRS EA and Special Management Area (SMA) Use Permit for renovations to the existing Molokai Public Library in Kaunakakai, Moloka'i, Hawai'i (State of Hawai'i, Department of Accounting and General Services, 2018)
- Lāhainā Bypass Southern Terminus Relocation Project: National Environmental Policy Act (NEPA) compliance coordination and Chapter 343, HRS EA for relocation of southern terminus of the Lahaina Bypass, in Lāhainā, Maui, Hawai'i (State of Hawai'i, Department of Transportation, 2016)

## Previous Employment

- University of Hawai'i Maui College, Maui Language Institute, English Instructor
- International School of English, Yokohama (Japan), Lead English Teacher/Trainer
- Westgate Corporation, Nihon University (Japan), College English Tutor
- Japan Exchange Teaching (JET) Program, English Teacher
- The British Embassy, Tokyo, Japan, Professional Internship
- GEOS Corporation (Japan), English Teacher



## TESSA MUNEKIYO NG, AICP

VICE PRESIDENT

735 Bishop Street, Suite 412, Honolulu, Hawai'i 96813  
(808) 983-1233  
tessa@munekiyohiraga.com



**MUNEKIYO HIRAGA**

Planning. Project Management. Sustainable Solutions.

### Summary

- **Areas of Professional Experience:** Project management; feasibility studies; economic and fiscal impact analysis; agricultural impact analysis; market analysis; environmental impact analysis; regulatory permitting; GIS mapping and analysis
- **Years of Experience:** 17 years
- **Years with Munekiyo Hiraga:** 12 years

### Education

- Master of City Planning, Housing and Community Development Concentration – University of California, Berkeley, 2008
- Bachelor of Arts Degree with Honors in Political Economy, History Minor – Georgetown University, Washington, DC, 2006

### Registrations, Certifications and Membership in Professional Associations

American Institute of Certified Planners (AICP); American Planning Association, Hawai'i Chapter; Urban Land Institute; Lambda Alpha International Land Economics Society for the Advancement of Land Economics, Aloha Chapter

### List of Selected Projects

- Hale Pilina Family Affordable Housing Project: Chapter 343, Hawai'i Revised Statutes (HRS) Environmental Assessment (EA) and Chapter 2.97 Maui County Code Affordable Housing Approval for affordable rental housing project in Kahului, Maui, Hawai'i (Catholic Charities Housing Development Corporation, 2021)
- DLNR Industrial and Business Park at Pulehunui: Chapter 343, HRS Environmental Impact Statement (EIS), Economic and Fiscal Impact Analysis, and Community Outreach for 280-acre industrial and business park in Pulehunui, Maui, Hawai'i (State of Hawai'i, Department of Land and Natural Resources, 2019)
- Hanauma Bay Nature Preserve Master Plan Improvements: Chapter 343, HRS EA Exemption and regulatory permitting for improvements at Hanauma Bay, O'ahu, Hawai'i (Bowers and Kubota and City and County of Honolulu, Department of Design and Construction, 2019)
- Kūhiō Highway Widening, Kuamo'o Road to Temporary Kapa'a Bypass Road: Benefit Cost Analysis for roadway widening project in Kapa'a, Kaua'i, Hawai'i (Wilson Okamoto Corporation, 2019)
- Banyan Drive Feasibility Analysis: Tourism Market Study, Master Lease Feasibility Analysis, and Sea Level Rise Assessment Report for State-owned parcels along Banyan Drive in Hilo, Hawaii Island, Hawai'i (State of Hawai'i, Department of Land and Natural Resources, 2013)

### Previous Employment

- Munekiyo Planning Services, Owner/Consultant (contractor to Munekiyo & Hiraga, Inc. and Bay Area Economics)
- Bay Area Economics, Senior Associate and Associate
- East Bay Asian Local Development Corporation, Real Estate Development Intern

### Community Activities

- Past President, American Planning Association, Hawai'i Chapter
- Communications Chair, Lambda Alpha International, Aloha Chapter
- Executive Committee Member, Urban Land Institute Young Leaders Group
- Volunteer, Urban Land Institute Urban Plan
- Member, Kalaupapa Memorial Committee
- Member, Georgetown University Club of Hawai'i



## MICHAEL T. MUNEKIYO, AICP

SENIOR ADVISOR

305 High Street, Suite 104, Wailuku, Hawai'i 96793  
(808) 244-2015  
michael@munekiyohiraga.com



**MUNEKIYO HIRAGA**

Planning. Project Management. Sustainable Solutions.

### Summary

- **Areas of Professional Experience:** Project management; community planning; environmental impact analysis; regulatory permitting; community outreach
- **Years of Experience:** 49 years
- **Years with Munekiyo Hiraga:** 34 years

### Education

- Master of Urban and Regional Planning – University Hawai'i, 1976
- Bachelor of Science, Civil Engineering – Colorado State University, 1974

### Registrations, Certifications and Membership in Professional Associations

Registered Civil Engineer, State of Colorado; American Institute of Certified Planners (AICP); American Planning Association, Hawai'i Chapter; National Society of Professional Engineers

### List of Selected Projects

- Lāna'i Affordable Housing Project: Section 201H Application Amendment, Motion to Amend State Land Use Commission District Boundary Amendment for affordable housing project in Lāna'i, Hawai'i (County of Maui, Department of Housing and Human Concerns, ongoing)
- Liloa Drive Extension Project: Chapter 343, Hawai'i Revised Statutes (HRS) and National Environmental Policy Act (NEPA) Environmental Assessment (EA), Section 106 consultation, Stream Channel Alteration Permit, Special Management Area (SMA) Use Permit, Department of the Army (DA) Jurisdictional Determination for Liloa Drive Extension Project in Kīhei, Maui, Hawai'i (Warren S. Unemori Engineering and County of Maui, ongoing)
- Maui Electric Kuihelani Substation: Amendment to Permit Terms, Conditions and Time Stipulations for a County Special Permit for a utility substation at Kahului, Maui, Hawai'i (Maui Electric Company, 2018)
- North Shore Greenway Phase IV Project: SMA Minor Permit, NEPA Categorical Exclusion, National Historic Preservation Act (NHPA) Section 106 coordination, Endangered Species Action (ESA) Section 7 coordination, U.S. DA Jurisdictional Determination, and Coastal Zone Management (CZM) Consistency Approval for Northshore Greenway in Pā'ia, Maui, Hawai'i (County of Maui, 2016)
- Hāna Highway Bridge Preservation Plan: Community Engagement for Preservation of historic bridges along the Hana Highway Historic District in Hāna, Maui, Hawai'i (Nagamine Okawa, Engineers, Inc. and State Department of Transportation, 2015)

### Previous Employment

- Hawaii Environmental Simulation Laboratory, Research Associate
- State of Hawai'i, Department of Planning and Economic Development, Planner
- Oahu Metropolitan Planning Organization, Planner
- Wilson Okamoto & Associates, Inc., Private Consulting
- County of Maui, Office of Council Services, Legislative Analyst
- C. Brewer Properties, Development Manager

### Community Activities

- Board of Directors, Hale Makua Health Services
- Bylaws Committee, Implementation Management Committee, Honpa Hongwanji Mission of Hawaii
- Member, Maui Hongwanji Council
- Chair, Wailuku Hongwanji Mission Board of Directors



**REFERENCES WHO  
MAY BE CONTACTED**

**IV**



# REFERENCES WHO MAY BE CONTACTED

1. Alan Arakawa  
Lili'uokalani Trust  
Alakea Corporate Tower  
Honolulu, Hawai'i 96813  
Phone: (808) 203-6150
  
2. Russell Tsuji  
State of Hawai'i  
Department of Land and Natural Resources  
Kalanimoku Building  
1151 Punchbowl Street, Room 221  
Honolulu, Hawai'i 96813  
Phone: (808) 587-0400
  
3. Stan Fujimoto  
Hawaii Housing Finance and Development Corporation  
677 Queen Street #300  
Honolulu, Hawai'i 96813  
Phone: (808) 587-0641
  
4. Tom Fischer  
Ikaika Ohana  
2610 Pacific Heights Road  
Honolulu, Hawai'i 96813  
Phone: (614) 205-0002
  
5. Stewart Matsunaga  
State of Hawai'i  
Department of Hawaiian Home Lands  
91-5420 Kapolei Parkway  
Kapolei, Hawai'i 96707  
Phone: (808) 620-9283

**MUNEKIYO HIRAGA  
BROCHURE**





**MUNEKIYO HIRAGA**

Planning. Project Management. Sustainable Solutions.

ABOUT OUR COMPANY

## WHO WE ARE

Munekiyohiraga (MH) is a full service planning, government affairs, and community engagement consulting firm. We provide services statewide for a diverse client list, which includes governmental agencies, landowners, small businesses, attorneys, architects, engineers, and non-profit organizations. MH is a Minority and Woman-Owned, Small Business Association Certified HUBZone Firm. Through the Historically Underutilized Business Zones (HUBZone) program of the Small Business Association, we have preferential access to federal procurement opportunities.

## OUR CORE VALUES

### 1 Gratitude

As individuals and as a company, we are grateful to our clients, our partners in government, and our partners in the community. In times of conflict, gratitude enhances our capacity to achieve harmony.

### 2 Selflessness

Selflessness means sharing and giving, without expectation of reward. This mindset allows us to work in the context of “company” rather than as “individuals”. A selfless company will more easily coexist with partners in government and the community.

### 3 Humility

Humility cannot exist without selflessness. Humility is a mindset and behavior pattern where recognition of self is set aside in the interest of the company, and where the interest of the company is set aside for the interest of clients and the community.

These core values define how we see ourselves as a company and drive the way we do business. Simply put, it’s what’s important to us — not just on every project – but day to day, person to person. We believe that when values matter, good things follow. Our Core Values result in three important professional outcomes that we strive to achieve: **Integrity, Excellence, and Innovation.**

## ACHIEVING EXCELLENCE AND QUALITY

MH is dedicated and committed to providing responsive professional and cost-effective services of the highest quality to all clients by:

- Meeting clients’ project time schedules through sound management and resource allocation practices.
- Emphasizing project pre-assessment to anticipate issues and concerns which may arise during the course of an assignment.
- Implementing a philosophy that emphasizes diligent and strategically-coordinated follow-ups with clients, agencies, and community stakeholders.

## COMPANY PROFILE

<b>Services Offered</b>	<ul style="list-style-type: none"> <li>• Environmental reviews</li> <li>• Land use planning and permitting</li> <li>• Construction permitting</li> <li>• Technical and feasibility studies</li> <li>• Strategic advising and consulting</li> <li>• Community engagement and government affairs</li> </ul>	
	<b>1989</b>	<b>18+</b>
	<b>Year Established</b>	<b>Employees</b>
	<b>2,000+</b>	
	<b>Lifetime Projects</b>	<b>Certified</b>

## CONTACT US

<b>Maui Office</b>	<b>O’ahu Office</b>
305 High Street, Suite 104 Wailuku, HI 96793 T: (808) 244-2015	735 Bishop Street, Suite 412 Honolulu, HI 96813 T: (808) 983-1233

EMAIL [planning@munekiyohiraga.com](mailto:planning@munekiyohiraga.com)  
WEBSITE [www.munekiyohiraga.com](http://www.munekiyohiraga.com)

## PROFESSIONAL SERVICES OFFERED

### SERVICE

**Environmental Review** – Prepare environmental assessments and environmental impact statements under Chapter 343, Hawai'i Revised Statutes and the National Environmental Policy Act (NEPA).

**Land Use Planning and Permitting** – Assist clients with various Federal, State, and County permit processes to ensure project compliance with regulatory compliance. Examples of land use permitting include U.S. Department of Army Permits, State Section 401 Water Quality Certification Permits, Coastal Zone Management Consistency approvals, State District Boundary Amendments and Special Use Permits, State Conservation District Use Permits, County Community Plan Amendments, Change in Zoning, Conditional Permits, Planned Development and Project District Approvals, Special Use Permits, and Agricultural Assessments, Special Management Area Permits, and County Variances relating to Building Code, Subdivision Ordinance and Zoning Code.

**Construction Permitting** – Facilitate the building permit process to ensure that permits can be obtained in a timely manner.

### NOTABLE PROJECTS AND MUNEKIYO HIRAGA'S ROLE

- **DLNR Industrial and Business Park, Pulehunui, Maui (State of Hawai'i, Department of Land and Natural Resources):** Prepared and processed a Chapter 343, HRS Environmental Impact Statement (EIS). Prepared an economic and fiscal impact report. Led community outreach efforts for a 280-acre industrial and business park on State-owned lands in Central Maui.
- **Makalapua Project District, Kailua-Kona, Hawai'i (Liliu'okalani Trust):** Prepared a Chapter 343, HRS Environmental Assessment (EA) for a proposed 65-acre mixed use, master planned community.
- **Solar Photovoltaic and Battery Storage installation at University of Hawai'i Campuses, O'ahu and Maui (University of Hawai'i Community Colleges):** Supported the installation of new solar PV and storage systems at campuses on Maui and O'ahu to achieve the University of Hawai'i system-wide goal of achieving net-zero status by January 2035. Processed various land use and environmental permits, including a Special Management Area (SMA) Use Permit for the University of Hawai'i Maui College from the Maui Planning Commission, a SMA Use Permit for the Kapi'olani Community College from the Honolulu City Council, and Plan Review Use Permit Amendments for Leeward Community College and Windward Community College.
- **Lāhainā Ferry Pier, Lāhainā, Maui (State of Hawai'i, Department of Land and Natural Resources):** Prepared and processed a Chapter 343, HRS EIS for a new ferry pier at the Lāhainā Small Boat Harbor to address increased demand for interisland ferry services, relieve congestion in the harbor, and improve efficiency of harbor operations. Assisted with various land use and regulatory permitting, including Section 106 National Historic Preservation Act and Section 7 Endangered Species Act consultation, Section 404 Department of Army Permitting, Section 401 Water Quality Certification, County Shoreline Setback Variance, and County Historic District Application.
- **Four Seasons Mānele Resort Rooms Renovation, Mānele, Lāna'i (Pūlama Lāna'i) –** Assisted with the SMA and Project District permitting and led coordination efforts on various building permits required for a major renovation to the Four Seasons Mānele Resort.
- **The Ritz-Carlton, Kapalua, Maui (BRE Hotels and Resorts) –** Assisted in SMA permitting and building permit application preparation and processing for a variety of renovation and revitalization projects at the Ritz-Carlton Kapalua.

## PROFESSIONAL SERVICES OFFERED

### SERVICE

**Technical and Feasibility Studies** – Conduct Geographic Information System (GIS) analysis, due diligence studies, fiscal and economic impact studies, agricultural impact analysis, market analysis, and other technical analysis to meet specific client needs and support project development decision-making.

**Strategic Advising and Other Consulting Services** – Provide a wide range of strategic advisory services, from development advisory services to assist clients in formulating a development program based on various regulatory considerations to defining and implementing a site selection methodology for potential new projects.

**Community Engagement and Governmental Affairs** – Facilitate open discussions to bring about positive outcomes, utilizing our long-standing familiarity with community engagement principles and local issues and stakeholders.

### NOTABLE PROJECTS AND MUNEKIYO HIRAGA'S ROLE

- **County of Hawai'i (Re)development Feasibility Assessment (County of Hawai'i Department of Research and Development):** Prepared a (Re)development Feasibility Assessment to support and expand the County of Hawai'i's community and economic development initiatives. Work involved Geographic Information System (GIS) analysis, stakeholder outreach, and policy review.
- **Economic and Fiscal Impact Analysis for East Maui Water Lease (Alexander & Baldwin Inc. and East Maui Irrigation Company):** Prepared an Economic and Fiscal Impact Analysis that was included in the EIS for a new 30-year water lease from the Board of Land and Natural Resources to supply water through the East Maui Irrigation Aqueduct System to domestic and agricultural water users.
- **E. Kapolei Strategic Master Plan:** Chapter 343, Hawai'i Revised Statutes (HRS) Environmental Impact Statement (EIS) for 170 acres of State-owned land planned for mixed use TOD development, workforce housing, and light industrial uses in Kapolei, Oahu, Hawai'i.
- **Ha'ikū Fire Station Feasibility Study, Ha'ikū, Maui (County of Maui, Department of Fire & Public Safety):** Prepared a feasibility study of a proposed new fire station in the rural community of Ha'ikū to extend fire services to communities east of Pā'ia. Conducted high-level assessment of other potential sites beyond the Ha'ikū area, including community outreach.
- **Maui MPO Long-Range Transportation Plan (County of Maui, Maui Metropolitan Planning Organization):** Provided consulting services and implemented a robust community engagement strategy to obtain public input throughout the update of the Regional Federal-Aid Highways 2035 Transportation Plan for Maui MPO.
- **Hāna Highway Bridge Rehabilitation Project, Hāna, Maui (Federal Highway Administration):** Supported the project consultant team in implementing the public engagement program for the Hāna Highway Bridge Rehabilitation Project, which sought to rehabilitate and/or reconstruct existing bridges to meet current design standards while maintaining the historic and rural character of the bridges. Scope of work included facilitation of public informational meetings.



# MUNEKIYO HIRAGA

Planning. Project Management. Sustainable Solutions.

## OUR TEAM



## PRINCIPALS



**Karlynn Fukuda, *President*.** Ms. Fukuda has over 25 years of public relations, governmental services, and planning experience. Ms. Fukuda has been involved in the preparation and processing of environmental review documents, land use entitlements, reports, and other governmental permits for landowners. She has also been involved in community relations efforts for landowners, including facilitating meetings for community-based master planning and general project reviews.



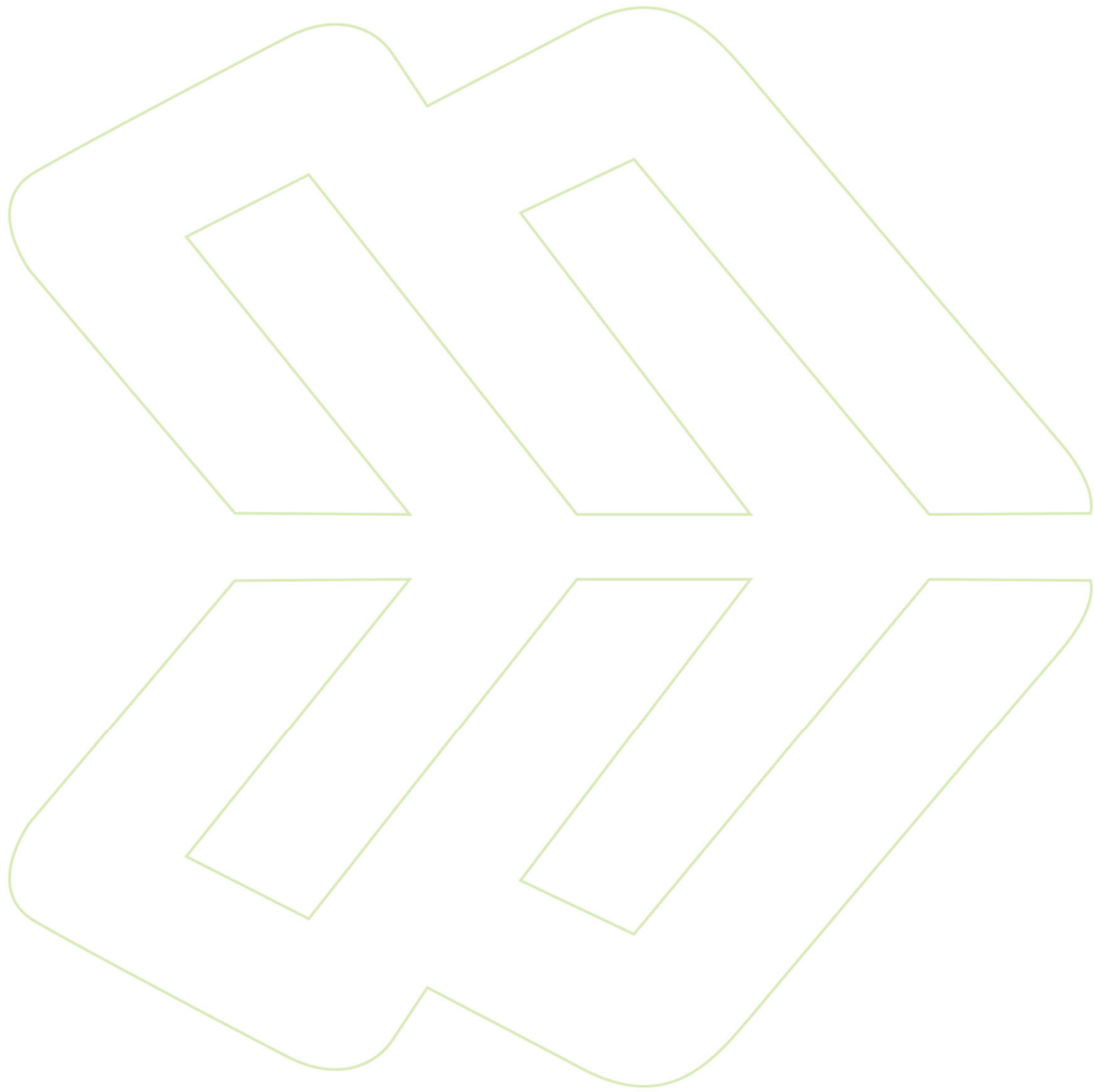
**Tessa Munekiyo Ng, *AICP, Vice President*.** Ms. Ng has over 15 years of professional planning experience, providing planning and project management consulting services as well as fiscal and economic impact analysis and market analysis to various private development companies, non-profit organizations, and government agencies. Ms. Ng has extensive experience in matters related to strategic planning, fiscal and economic analysis, environmental review and land use permitting processes, and community outreach.



**Mark Alexander Roy, *AICP, LEED AP BD+C, Vice President*.** Mr. Roy has over 20 years of professional planning experience, providing planning and project management consulting services to governmental agencies, land trust organizations, and landowners. Mr. Roy has extensive experience in matters related to strategic planning, management of complex permitting initiatives, preparation of environmental review documents, and the regulatory and environmental review process.



**Michael T. Munekiyo, *AICP, Senior Advisor*.** Mr. Munekiyo has over 45 years of professional planning experience, which includes positions with State and County governments, a private consulting firm and a corporate landowner. Mr. Munekiyo's experience touches upon a solid and broad base of planning programs and projects. He has thorough knowledge of State and County planning processes and has a full understanding of County legislative processes.



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