

DeVera, Ashley

From: Julie Mitchell, Ku'ikahi Mediation Center <julie@hawaiimediation.org>
Sent: Tuesday, June 6, 2023 4:19 PM
To: Planning Internet Mail
Subject: Notice to Providers of Professional Services FY2023-2024
Attachments: Statement of Qualification & Expression of Interest - Ku'ikahi Mediation Center 6-5-23.pdf

Categories: Yellow Category

Dear Planning Department,

Attached please find the statement of qualification and expression of interest in response to the Notice to Providers of Professional Services FY2023-2024.

Mahalo,

Julie Mitchell
Executive Director

Ku'ikahi Mediation Center
101 Aupuni St., Suite PH 1014 B-2
Hilo, HI 96720
Phone: (808) 935-7844 ext. 5
Fax: (808) 961-9727

Web: www.hawaiimediation.org

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From: Hawaii County, HI <Nicole.Charon@hawaiicounty.gov>
Sent: Thursday, June 16, 2022 12:19 PM
To: Julie Mitchell, Ku'ikahi Mediation Center <julie@hawaiimediation.org>
Subject: Notice to Providers of Professional Services FY2022-2023

Notice to Providers of Professional Services FY2022-2023

Date: 06/16/2022 12:07 PM

Aloha,

Attached is the County of Hawai'i's [2022-2023 Notice to Providers of Professional Services](#) effective July 2022.

Responses are to be submitted in accordance with the instructions contained within the notice.

Mahalo,

Nicole Charon

Buyer III

Purchasing Div.

County of Hawai`i

Ph: (808) 961-8442

Fax: (808) 961-8248

Email: Nicole.Charon@hawaiicounty.gov

Website: <https://www.hawaiicounty.gov/departments/finance/purchasing>

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LANDLORD TENANT MEDIATION SPECIALIST
Erika Ginnis

ADMINISTRATIVE & PROGRAM ASSISTANT
Kaitlyn Lacombe

DATE: June 5, 2023

ATTN: Mr. Zendo Kern, Planning Director
Planning Department
County of Hawai'i
101 Pauahi Street, Suite 3
Hilo, HI 96720

**RE: PROVIDER OF PROFESSIONAL SERVICES FY 2023-2024
STATEMENT OF QUALIFICATION & EXPRESSION OF INTEREST**
For PL.11) Community Planning (Mediation Services:
Attorneys or Professional with experience)

1. Name & Contact Info:

- Julie Mitchell, Executive Director
Ku'ikahi Mediation Center
101 Aupuni Street, Suite PH 1014 B-2
Hilo, HI 96720
Phone: (808) 935-7844 ext. 5
Fax: (808) 961-9727
Email: info@hawaiiimmediation.org / julie@hawaiiimmediation.org

Principal place of business:

- County of Hawai'i, State of Hawai'i

Location of all of its offices:

- Hilo, HI

2. Age of firm:

- 40 years
- Founded in 1983 as program of Island of Hawai'i YMCA
- In 2006, became own independent non-profit

Average # of employees over past 5 years:

- 4 paid employees
- 35 professionally trained volunteer mediators

3. Education, training, and qualifications of firm's Executive Director, Julie Mitchell:

- B.A. in Sociology, University of California, Irvine, 1989
- Basic Mediation Training, 2012
- Advanced mediation trainings (too numerous to list), 2012 to present

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ADMINISTRATIVE & PROGRAM ASSISTANT
Kaitlyn Lacombe

- Certificate in Professional Development for Not-for-Profit Management, Hawai'i Community College, 2012-2013
- The Hawai'i Island Leadership Series – Ulumau, Class IX, 2013-2014
- The Leadership Works Experience, Class of 2015
- The Weinberg Fellows Program, Class of 2015
- AIM For Excellence Award for Outstanding Achievement in Non Profit Management, 2016

4. List of recent projects:

- Contract with Hawai'i State Judiciary for Mediation Services
- Contract with Hawai'i State Real Estate Branch of Department of Commerce and Consumer Affairs for Condominium Mediation Services
- Contract with County of Hawai'i for nonprofit grants
- Contract with County of Hawai'i for Act 57 Landlord Tenant Eviction Mediation Program

Names of up to five clients who may be contacted, including at least two for whom services were rendered during the preceding year (*shared with permission*):

- Jean Campbell, Deputy Corporation Counsel
Office of the Corporation Counsel
101 Aupuni Street, Suite 325
Hilo, HI 96720
Phone: (808) 961-8251
Fax: (808) 961-8622
Email: jeank.campbell@hawaiicounty.gov
- Calvert G. Chipchase, Partner
Cades Schutte LLP
1000 Bishop Street, Suite 1200
Honolulu, HI 96813
Phone: (808) 521-9220
Fax: (808) 540-5021
Email: cchipchase@cades.com
- Ron Kim, Partner
Law Offices of Yeh & Kim
505 Kilauea Avenue, Suite B
Hilo, HI 96720
Phone: (808) 961-0055
Fax: (808) 969-1531

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Ku'ikahi Mediation Center

Finding Solutions, Growing Peace

*We empower people to come together—
to talk and to listen, to explore options,
and to find their own best solutions.*

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Erika Ginnis

ADMINISTRATIVE & PROGRAM ASSISTANT
Kaitlyn Lacombe

Email: rkim@yehandkim.com

- Nancy Cabral, Owner
Day-Lum Rentals & Management, Inc.
2 Kamehameha Avenue
Hilo, HI 96720
Phone: (808) 935-4152
Fax: (808) 961-2459
Email: nancyc@daylum.com
- Newton Chu, Director
Torkildson Katz, A Law Corporation
120 Pauahi Street, Suite 312
Hilo, HI 96720
Phone: (808) 961-0406
Fax: (808) 961-3815
Email: njc@torkildson.com

5. Any promotional or descriptive literature which the individual or firm desires to submit:

- See www.hawaii-mediation.org

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