

June 27, 2024

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

Susan Kunz, Administrator  
County of Hawai'i  
Housing and Community Development  
1990 Kino'ole Street, Suite 102  
Hilo, Hawai'i 96720

**SUBJECT: Munekiyo Hiraga Expression of Interest – Response to Notice to Providers of Professional Services for Fiscal Year 2024-2025**

Dear Ms. Kunz:

We appreciate the opportunity to respond to the County of Hawai'i, Housing and Community Development (HCD) Notice to Providers of Professional Services.

Munekiyo Hiraga is a full-service planning, governmental affairs, and community engagement consulting firm that has been serving a broad range of clients in the State of Hawai'i in both the public and private sectors for over 35 years.

The company was founded in 1989 on Maui, providing planning services for local agencies, landowners and businesses. Since then the firm has steadily expanded its client base and professional services throughout the State of Hawai'i, employing an average of 17 employees (over the past five (5) years), in both our Maui and Oahu offices.

Our team of dedicated professionals are excited about the possibility of working with HCD. We believe that our years of experience, core values and knowledge on government processes makes us an ideal partner to assist HCD in the following categories:

- OH.1) Community Planning (Community Engagement, Strategic Planning)
- OH.2) Community Planning (Environmental Assessment)

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Pursuant to the Notice, we are submitting herewith for your review and consideration the following along with this letter of interest:

- Form 120 and Statement of Qualifications, describing our firm and qualifications of our key members
- References of five clients
- Relevant projects and experiences that support our interest and expertise of the below
- Company brochure

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.

Very truly yours,



Tessa Munekiyo Ng  
Vice President

TMN:la  
Enclosure

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# QUALIFICATIONS DOCUMENTATION

for

# MUNEKIYO HIRAGA

June 2024



**MUNEKIYO HIRAGA**

Planning. Project Management. Sustainable Solutions.



# **QUALIFICATIONS DOCUMENTATION**

**for**

# **MUNEKIYO HIRAGA**

**June 2024**



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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, partnering with government agencies and delivering results for 35 years. The firm provides services statewide for a diverse client list which includes government agencies, as well as private landowners, small businesses, attorneys, architects, engineers, and non-profit organizations.

Our team of professionals work together with our clients delivering excellence through effective project management, collaboration, strategy development, and proactive actions for a variety of public and private sector projects.

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.

Munekiyo Hiraga is a statewide firm, supporting Hawai'i with project experience on every major island, and has offices in Wailuku, Maui and Honolulu, O'ahu.

## B. WHY MUNEKIYO HIRAGA

The team of professionals at Munekiyo Hiraga are experts in our field and passionate about our work. Our objective is to proactively partner with clients and help them succeed by delivering exceptional service and results. We take great pride in delivering on challenging assignments for our clients.

Through successfully completing over 2,000 assignments, Munekiyo Hiraga is recognized as a leader in environmental and regulatory processes, technical analysis and governmental and community affairs. The robust team at Munekyo Hiraga has significant experience in the public and private sectors and has specialized knowledge of regulatory processes, policies, and protocols. This combination of expertise and experience ensures we deliver the best outcomes for our clients.

## C. MISSION STATEMENT "EXCELLENCE IN PROCESS MANAGEMENT"

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

**1. Timely**

We understand the importance of delivering on time. We work to consistently meet 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**

We emphasize 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**

We work with our clients to understand their requirements and challenges in a project. Through collaboration we build a partnership with our clients to deliver successful results each time. 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.

**4. High Quality**

We have earned a reputation for providing professional planning services based on sound technical and qualitative analysis, to yield strategically responsible responses and recommendations. 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.

**D. 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 :

Services	Overview
Project Management	Overall management of project team and subconsultants, interdependencies of critical path items, deadlines and deliverables, and timeline
Environmental Review	Preparation of Environmental Assessments and Environmental Impact Statements
Land Use Entitlements	Preparation and processing of various Federal, State, and County land use applications and approvals
Construction Permit Processing	Facilitation of construction permit review
Due Diligence and Scoping Analysis	Review of site opportunities and constraints and regulatory requirements; development of entitlement strategies
Technical and Feasibility Studies	Preparation of land use/policy planning studies, development feasibility studies, economic and fiscal impact studies, cost benefit analysis, etc.
Community Engagement and Communication	Preparation and implementation of community engagement strategies
Government Affairs	Coordination with government agencies and elected officials
Spatial Analysis and Mapping	Geographic Information System (GIS) analysis and mapping

## **E. 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.

## **F. POSITIVE 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.

In addition, Munekiyo Hiraga understands the value of effective communication and 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.

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

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.

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 experienced team members who are not directly 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 ensure that the highest professional standards are met.

## **H. PRINCIPALS**

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

Ms. Fukuda has 30 years of planning, outreach, public relations, and government affairs experience. 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.

Prior to joining Munekiyo Hiraga, Ms. Fukuda served as the public information officer for the County of Maui, where 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 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 24 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 18 years of professional planning experience, providing planning and project management consulting services, as well as economic and fiscal 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, 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. Ms Ng is a 2024 Pacific Century Fellow.

**4. Michael T. Munekiyo, AICP, Founder**

Mr. Munekiyo has 50 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).

**I. POINT OF CONTACT**

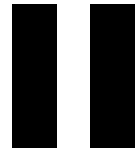
For additional information regarding the firm’s services and capabilities, please contact us.

**Maui Office**  
305 High Street, Suite 104  
Wailuku, Hawai’i 96793  
Phone: (808) 244-2015

**O’ahu Office**  
225 Queen Street, Suite 200  
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

<b>QUESTIONNAIRE FOR ARCHITECTS, ENGINEERS AND OTHER PROFESSIONAL SERVICES</b>															
QUESTIONNAIRE FOR: (LIST DISCIPLINE) <b>Planning</b>				OTHER QUESTIONNAIRES SUBMITTED: (LIST DISCIPLINES)							DATE <b>June 27, 2024</b>				
FIRM NAME <b>MUNEKIYO HIRAGA</b>				ESTABLISHED YEAR STATE <b>1989 Hawaii</b>		TYPE OF ORGANIZATION (Underline)  INDIVIDUAL    PARTNERSHIP <u>CORPORATION</u> JOINT VENTURE    OTHER									
BUSINESS ADDRESS, TELEPHONE & FAX NO. OF HAWAII OFFICE <b>305 High Street, Suite 104 Wailuku Hawaii 96793 Tel. (808) 244-2015</b>				AGE OF FIRM <b>35 years</b>		FEDERAL ID NO. <b>99-0288522</b>		YEARS ESTABLISHED IN HAWAII <b>35 years</b>							
PRINCIPALS OF FIRM: (NAMES) <b>Karlynn Fukuda Mark Alexander Roy Tessa Munekiyo Ng</b>				ASSOCIATE MEMBERS OF FIRM: (NAMES)											
PRESENT BRANCH OFFICE(S): (ADDRESS, TELEPHONE & FAX NO.) <b>225 Queen Street, Suite 200 Honolulu, Hawaii 96813 Tel. (808) 983-1233</b>				PERSON IN CHARGE: (NAMES) <b>Tessa Munekiyo Ng</b>											
<b>NUMBER OF PERSONNEL IN YOUR PRESENT ORGANIZATION</b>															
LOCATED AT	PRINCIPALS & KEY PERSONNEL			OTHER PERSONNEL *PLANNERS										TOTAL	
	Architect	Engineer	Others	Architect	Engineers PLANNERS				Draftsmen	Spec. Writer	Estimator	Inspector	Surveyor		Balance
					Mech.	Electric	Civil	Others							
HOME OFFICE			2					3						7	12
BRANCH (Honolulu Office)			1					4							5
<b>TOTAL</b>			<b>3</b>					<b>7</b>						<b>7</b>	<b>17</b>
TECHNICAL PERSONNEL:				NUMBER OF PERSONNEL WITH HAWAII LICENSES				N/A		NUMBER OF PERSONNEL WITHOUT HAWAII LICENSES				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 30 years	AS PRINCIPAL IN THIS FIRM 17 years	AS PRINCIPAL IN OTHER FIRMS N/A	OTHER THAN PRINCIPAL 4 years	YEARS OF EXPERIENCE 24 years	AS PRINCIPAL IN THIS FIRM 13 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							
NAME <b>Tessa Munekiyo Ng, AICP</b>			RESIDENT OF Hawai'i	NAME			RESIDENT OF
TITLE Vice President				TITLE			
YEARS OF EXPERIENCE 18 years	AS PRINCIPAL IN THIS FIRM 11 years	AS PRINCIPAL IN OTHER FIRMS N/A	OTHER THAN PRINCIPAL 2 years	YEARS OF EXPERIENCE	AS PRINCIPAL IN THIS FIRM	AS PRINCIPAL IN OTHER FIRMS	OTHER THAN PRINCIPAL
EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <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				EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION)			
MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS American Institute of Certified Planners; American Planning Association; Urban Land Institute; Lambda Alpha International Honorary Society for the Advancement of Land Economics, Aloha Chapter; Pacific Century Fellow				MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS			
REGISTRATION (TYPE, YEAR, STATE) Not Applicable				REGISTRATION (TYPE, YEAR, STATE)			

PERSONAL HISTORY STATEMENT OF TECHNICAL PERSONNEL WITHIN YOUR FIRM					
NAME <b>Gwendolyn Leialoha Cheney Rivera</b>		STATUS (Underline) <u>Full-Time</u> Part-Time	NAME <b>Yukino Uchiyama, AICP</b>		STATUS (Underline) <u>Full-Time</u> Part-Time
TITLE OR POSITION Manager		YEARS OF EXPERIENCE 29 years	TITLE OR POSITION Manager		YEARS OF EXPERIENCE 10 years
WITH THIS FIRM 8 years	WITH LAST FIRM (NAME & NO. OF YEARS) Anaergia Services, Kahului (2 years)	WITH OTHER FIRMS 19 years	WITH THIS FIRM 7 years	WITH LAST FIRM (NAME & NO. OF YEARS) UDS, Ltd. (Japan) (2 years)	WITH OTHER FIRMS 1 years
EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <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			EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <b>Waseda University:</b> Bachelor of Arts, Anthropology, 2013 <b>University College London:</b> Master of Arts, Sustainable Urbanism, 2014		
REGISTRATION (TYPE, YEAR, STATE) Not Applicable			REGISTRATION (TYPE, YEAR, STATE) Not Applicable		
NAME <b>Cynthia Sato</b>		STATUS (Underline) <u>Full-Time</u> Part-Time	NAME <b>Korwyn Roberts, AICP</b>		STATUS (Underline) <u>Full-Time</u> Part-Time
TITLE OR POSITION Manager		YEARS OF EXPERIENCE 39 years	TITLE OR POSITION Senior Associate		YEARS OF EXPERIENCE 8 years
WITH THIS FIRM Less than 1 year	WITH LAST FIRM (NAME & NO. OF YEARS) JPMorgan Securities Japan Co., Ltd. (10 years)	WITH OTHER FIRM 29 years	WITH THIS FIRM Less than 1 year	WITH LAST FIRM (NAME & NO. OF YEARS) Metropolitan Planning Group (6 years)	WITH OTHER FIRMS 2 years
EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <b>University of Hawai'i at Mānoa:</b> Bachelor of Business Degree, Marketing, 1981			EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <b>Wittenberg University:</b> Bachelor of Arts, Sociology, minor in Urban Studies and Environmental Studies, 2015 <b>The Ohio State University:</b> Master of City and Regional Planning, 2018		
REGISTRATION (TYPE, YEAR, STATE) Not Applicable			REGISTRATION (TYPE, YEAR, STATE) Not Applicable		

PERSONAL HISTORY STATEMENT OF TECHNICAL PERSONNEL WITHIN YOUR FIRM					
NAME <b>Emily Murai</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 10 years
WITH THIS FIRM 3 years	WITH LAST FIRM (NAME & NO. OF YEARS) HI Employment (2.5 years)	WITH OTHER FIRMS 3.5 years	WITH THIS FIRM 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 at Mānoa:</b> Bachelor of Arts, American Studies, 2015 <b>University of Pennsylvania:</b> Master of Science, Education, 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		
NAME <b>Eric Pachowicz</b>		STATUS (Underline) <u>Full-Time</u> Part-Time	NAME		STATUS (Underline) Full-Time Part-Time
TITLE OR POSITION Associate		YEARS OF EXPERIENCE 4.5 years	TITLE OR POSITION		YEARS OF EXPERIENCE
WITH THIS FIRM Less than 1 year	WITH LAST FIRM (NAME & NO. OF YEARS) California Department of Parks and Recreation (1 year)	WITH OTHER FIRMS 2.5 years	WITH THIS FIRM	WITH LAST FIRM (NAME & NO. OF YEARS)	WITH OTHER FIRMS
EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION) <b>Willamette University:</b> Bachelor of Arts, Civic Communication and Media, 2020 <b>California State University Monterey Bay:</b> Masters of Science, Environmental Science, 2023			EDUCATION (COLLEGE, DEGREE, YEAR, SPECIALIZATION)		
REGISTRATION (TYPE, YEAR, STATE) Not Applicable			REGISTRATION (TYPE, YEAR, STATE)		

**OUTSIDE ASSOCIATES AND CONSULTANTS USUALLY EMPLOYED**

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

**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	900
TOTAL ESTIMATED CONSTRUCTION COST OF COMPLETED PROJECTS	\$1.5 billion
TOTAL NUMBER OF PRESENT PROJECTS	120
TOTAL ESTIMATED CONSTRUCTION COST OF PRESENT PROJECTS	\$200 million

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

TOTAL NUMBER OF COMPLETED PROJECTS	250
TOTAL ESTIMATED CONSTRUCTION COST OF COMPLETED PROJECTS (ONLY THE PORTION OF WORK FOR WHICH YOUR FIRM WAS RESPONSIBLE)	\$450 million
TOTAL NUMBER OF PRESENT PROJECTS	80
TOTAL ESTIMATED CONSTRUCTION COST OF PRESENT PROJECTS (ONLY THE PORTION OF WORK FOR WHICH YOUR FIRM IS RESPONSIBLE)	\$150 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)	1,000	\$1.5 billion	Not Applicable
Special studies (Community Plans, technical, and feasibility)	150	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>Hale Mahaolu Ke Kahua</b> (Chapter 343, HRS Environmental Assessment (EA) and Chapter 2.97 MCC Affordable Housing Application), Waiehu, Maui, Hawai'i	Mark Alexander Roy	Highridge Costa Development Company 330 West Victoria Street Gardena, California 90248 (424) 258-2800 Fax: (424) 258-2801	N/A	N/A	N/A	N/A
Ongoing	<b>Hōlualoa Elementary School Master Plan Project</b> (Project management services related to and development of a master plan), Hōlualoa, Hawaii Island, Hawai'i	Mark Alexander Roy	State of Hawai'i Department of Education Office of the Superintendent P.O. Box 2360 Honolulu, Hawai'i 96804 (808) 784-6200 Fax: Not Available	N/A	N/A	N/A	N/A
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

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>Makalapua Project District</b> (Chapter 343, HRS 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: (808) 532-3499	N/A	N/A	N/A	N/A
2022	<b>Hawaiian Cement Kahului Harbor Relocation</b> (Regulatory Permits, Chapter 343, HRS EA), Kahului, Maui, Hawai'i	Tessa Munekiyo Ng	Hawaiian Cement 99-1300 Halawa Valley Street Aiea, Hawai'i 96701 (808) 483-3347 Fax: (808) 532-3499	N/A	N/A	100%	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

**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>Kuamo'o Road Water line improvements</b> (National Environmental Policy Act (NEPA) Categorical Exclusion and compliance coordination), Kapa'a, Kaua'i, Hawai'i	County of Kauai Department of Water 4398 Pua Loke Street Lihue, Hawai'i 96766 (808) 245-5400 Fax: Not Available	TBD	N/A	N/A	Kennedy/Jenks Consultants, Inc.	5%	0%
Ongoing	<b>Liloa Drive Extension Project</b> (Chapter 343 Hawai'i Revised Statutes (HRS) Environmental Assessment (EA), Special Management Area (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 S. Unemori Engineering, Inc.	30%	N/A
Ongoing	<b>North Kihei Mauka Transmission System Improvements Project</b> (Chapter 343 HRS EA, SMA Use Permit, Federal Consultation), Kihei, Maui, Hawai'i	County of Maui Department of Environmental Management 2050 Main Street, Suite 2B Wailuku, Hawai'i 96793 (808) 270-8230 Fax: (808) 270-8234	\$20.5 million	N/A	N/A	Warren Unemori Engineering	50%	N/A
Ongoing	<b>Waianapanapa State Park Comfort Station and Related Improvements</b> (SMA Use Permit application and community outreach assistance), Hana, Maui, Hawai'i	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	N/A	R.T. Tanaka Engineers, Inc.	80%	0%
Ongoing	<b>Waiawa Hydroelectric Improvements</b> (Chapter 343, HRS EA), Koke'e, Kaua'i, Hawai'i	State of Hawai'i Agribusiness Development Corporation State Office Tower 235 S. South Beretania St., Room 205 Honolulu, Hawai'i 96813 Phone: (808) 586-0186 Fax: (808) 586-0189	TBD	N/A	N/A	Akinaka & Associates, Ltd.	5%	0%

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>Wailuku/Kahului Wastewater Reclamation Facility SAT Basin Project</b> (Chapter 343, HRS EA, State/County Special Use Permits), Wailuku, Kahului, Maui, Hawai'i	County of Maui Department of Environmental Management 2050 Main Street, Suite 2B Wailuku, Hawai'i 96793 (808) 270-8230 Fax: (808) 270-8234	NA	N/A	N/A	Warren S. Unemori Engineering, Inc.	N/A	N/A	
Ongoing	<b>Waimea Valley Economic Resiliency Project</b> (Chapter 343, HRS EA, SMA Use Permit, Conservation District Use Permit), Haleiwa, Oahu, Hawai'i	Hi'ipaka, LLC 59-864 Kamehameha Highway Haleiwa, Hawai'i 96712 (808)638-7766 Fax: Not Available	\$4.3 million	N/A	N/A	RIM Architects	30%	N/A	
2023	<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 Consulting Associates, Inc.	N/A	N/A	
2023	<b>Hilo Medical Center</b> (Chapter 343, HRS EA), Hilo, Hawai'i	Hawai'i Health Systems Corporation 3675 Kilauea Avenue Honolulu, Hawai'i 96816 (808) 733-4020 Fax: (808) 733-4028	\$90 million	N/A	N/A	Bowers + Kubota	100%	0%	
2023	<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, Inc.	N/A	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, reliable technical information, respecting the intuitive insights of our clients, and integrating both to provide the highest quality of service. We strive to:

- Partner with our Clients to ensure successful project outcomes and results.
- 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.


Project teams are staffed with the required expertise and are composed of, at a minimum, a principal in charge, an associate or senior associate / manager, and an administrative assistant. Workflow, project status, and milestones are monitored by the principal in charge. The management structure and processes established at Munekiyo Hiraga facilitate monitoring of work flows, and ensures timely delivery for clients.

All project deliverables undergo a quality control review process, which involves review by the project team and principal in charge, as well as review by a staff member not assigned to the project for third-party quality control purposes.

All project schedules, documentation, and key milestones are tracked in a cloud-based project management tool, ensuring consistency, accuracy and timely delivery.

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.

As of this date June 27, 2024 the foregoing is a true statement of facts.

NAME OF FIRM OR INDIVIDUAL SUBMITTING QUESTIONNAIRE	TYPE NAME AND TITLE OF PERSON SIGNING	SIGNATURE
Munekiyo Hiraga	Tessa Munekiyo Ng, Vice President	

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**

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

**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.)

<b>FIRM:</b>	<b>DATE</b> FROM:                      TO:	<b>FIRM:</b>	<b>DATE</b> FROM:                      TO:
<b>ADDRESS:</b>		<b>ADDRESS:</b>	
<b>JOB TITLE:</b>		<b>JOB TITLE:</b>	
<b>SUPERVISOR'S NAME AND TITLE:</b>		<b>SUPERVISOR'S NAME AND TITLE:</b>	
<b>MAJOR DUTIES:</b>		<b>MAJOR DUTIES:</b>	

<b>FIRM:</b>	<b>DATE</b> FROM:                      TO:	<b>FIRM:</b>	<b>DATE</b> FROM:                      TO:
<b>ADDRESS:</b>		<b>ADDRESS:</b>	
<b>JOB TITLE:</b>		<b>JOB TITLE:</b>	
<b>SUPERVISOR'S NAME AND TITLE:</b>		<b>SUPERVISOR'S NAME AND TITLE:</b>	
<b>MAJOR DUTIES:</b>		<b>MAJOR DUTIES:</b>	

**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:** 30 years
- **Years with Munekiyo Hiraga:** 21 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 Honoapi'ilani Road Improvements at Kaopala Bay: Community outreach and coordination for potential alternatives review for improvements to roadway located adjacent to the shoreline in Lāhainā, Maui, Hawai'i (County of Maui, Department of Public Works, ongoing)
- Ko'ele Project District Amendments: Chapter 343, Hawai'i Revised Statutes (HRS) Environmental Assessment (EA), Project District Phase 1 Amendment, Community Plan Amendment, and Change of Zoning applications for revisions to the existing Ko'ele Project District in Ko'ele, Lāna'i, Hawai'i (Pūlama Lāna'i, ongoing)
- Honokōwai Well: Chapter 343, HRS EA for proposed well and related water system improvements to support the Department of Hawaiian Home Lands properties in West Maui, including a portion of the Villages of Leiali'i and the Honokōwai Homestead lands in Lāhainā, Maui, Hawai'i. Technical assistance to be provided on other permit reviews that may be required for project improvements. (Austin Tsutsumi and Associates, ongoing)
- Ho'olehua Scattered Lots: Chapter 343, HRS EA for proposed subdivision of Department of Hawaiian Home Lands (DHHL) properties located in Ho'olehua, Moloka'i Hawai'i. The proposed lots would be awarded to DHHL beneficiaries for subsistence agriculture and residential use. (DHHL, ongoing)
- Waiale Road Extension Project: Joint Chapter 343, HRS and National Environmental Policy Act (NEPA) EA, Community Outreach, Section 106 and Section 7 coordination and regulatory permitting assistance for the proposed expansion of the existing Waiale Road, from East Waiko Road to Honoapi'ilani Highway in Waikapū, Maui, Hawai'i (County of Maui, Department of Public Works, ongoing)

### 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

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



**MUNEKIYO HIRAGA**

Planning. Project Management. Sustainable Solutions.

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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:** 24 years
- **Years with Munekiyo Hiraga:** 20 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

- Central Maui Wastewater Reclamation Facility (WWRF): Chapter 343, Hawai'i Revised Statutes (HRS) Environmental Impact Statement (EIS) and land use amendments for a new WWRF to serve the Central Maui region in Waikapu, Maui, Hawai'i (County of Maui, Department of Environmental Management, ongoing)
- Hale Mahaolu Ke Kahua Affordable Housing Community: Chapter 343, HRS Environmental Assessment (EA), Maui County Chapter 2.97 Affordable Housing Approval and State District Boundary Amendment for 120-unit affordable rental housing community in Waiehu, Maui, Hawai'i (Highridge Costa Development Company, ongoing)
- Hōlualoa Elementary School Master Plan Project: Project management services related to development of a master plan for the Hōlualoa Elementary School in Hōlualoa, Hawaii Island, Hawai'i (State of Hawai'i, Department of Education, ongoing)
- Wailuku-Kahului Transportation Oriented Development (TOD) Study: Community outreach support for the County of Maui, Department of Planning's TOD (Kaahumanu Avenue) Corridor Study in Wailuku and Kahului, Maui, Hawai'i (County of Maui, Department of Planning, ongoing)

## 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

225 Queen Street, Suite 200, Honolulu, Hawai'i 96813  
(808) 983-1233  
tessa@munekiyoHIRAGA.com



**MUNEKIYO HIRAGA**

Planning. Project Management. Sustainable Solutions.

### Summary

- **Areas of Professional Experience:** Project management; environmental impact analysis; regulatory permitting; feasibility studies; economic and fiscal impact analysis; agricultural impact analysis; market analysis; GIS mapping and analysis; community outreach
- **Years of Experience:** 18 years
- **Years with Munekiyo Hiraga:** 13 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

- E. Kapolei Strategic Master Plan: Chapter 343, Hawai'i Revised Statutes (HRS) Environmental Impact Statement for 170 acres of State-owned land planned for mixed use TOD development, workforce housing, and light industrial uses in Kapolei, Oahu, Hawai'i (State Department of Land and Natural Resources, ongoing)
- Kaiāulu o Kūku'ia Affordable Housing Project at Villages of Leialii: Planning feasibility studies, project management, community outreach, and 201H-38, HRS Affordable Housing Approval for 200 unit multifamily affordable housing development in Kahului, Maui, Hawai'i (Ikaika Ohana, Hawai'i Housing Finance and Development Corporation, 2020)
- Keawalau Affordable Housing Project: 201H-38, HRS Affordable Housing Approval for 537 unit affordable housing and mixed use transit oriented development in Waipahu, Oahu, Hawai'i (Highridge Costa, 2023)
- Liloa Drive Extension (Namu'u Place to Ka'ono'ulu Street): Community Outreach, Chapter 343, HRS Environmental Assessment, National Environmental Policy Act Compliance, Section 106 Consultation, Management Area Use Permit, and other regulatory approvals for roadway extension project in Kihei, Maui, Hawai'i (Warren Unemori Engineering and County of Maui, Department of Public Works, ongoing)

### 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

- Pacific Century Fellow, Class of 2024
- Past President, American Planning Association, Hawai'i Chapter
- Vice President, Lambda Alpha International, Aloha Chapter
- Co-Chair, Urban Land Institute Women's Leadership Initiative
- Volunteer, Urban Land Institute Urban Plan
- President, Georgetown University Club of Hawai'i
- Member, Kalaupapa Memorial Committee



**REFERENCES WHO  
MAY BE CONTACTED**

**IV**



## IV. REFERENCES WHO MAY BE CONTACTED

1. Grant Chun, Executive Director  
Hale Mahaolu, Inc.  
200 Hina Avenue  
Kahului, Hawai'i 96732  
Phone: (808) 872-4100
2. Mohannad Mohanna, President  
Highridge Costa Development  
330 West Victoria Street  
Gardena, California 90248  
Email: [moe.mohanna@hcosta.com](mailto:moe.mohanna@hcosta.com)
3. 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
4. Stan Fujimoto  
Hawaii Housing Finance and Development Corporation  
677 Queen Street #300  
Honolulu, Hawai'i 96813  
Phone: (808) 587-0641
5. Tom Fischer  
Ikaika Ohana  
2610 Pacific Heights Road  
Honolulu, Hawai'i 96813  
Phone: (614) 205-0002

**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	225 Queen Street, Suite 200 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

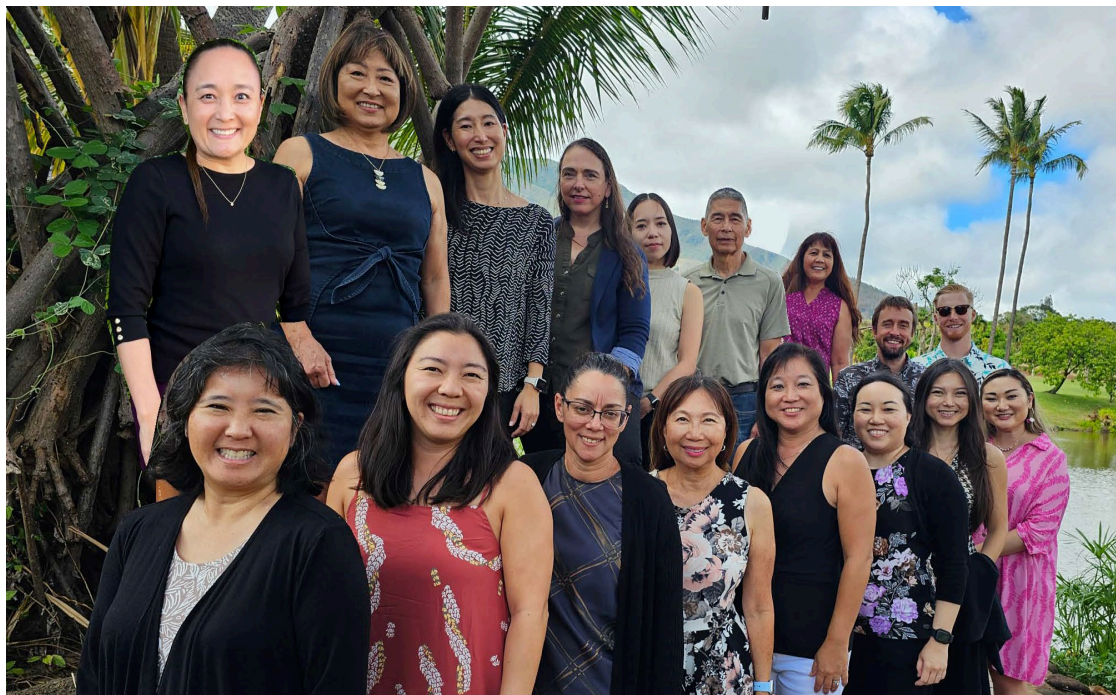
- **County of Hawai'i (Re)development Feasibility Assessment (County of Hawai'i Department of Research and Development):** Prepared a (Re)development Feasibility Assessment to support and expand the County of Hawai'i's community and economic development initiatives. Work involved Geographic Information 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 30 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.



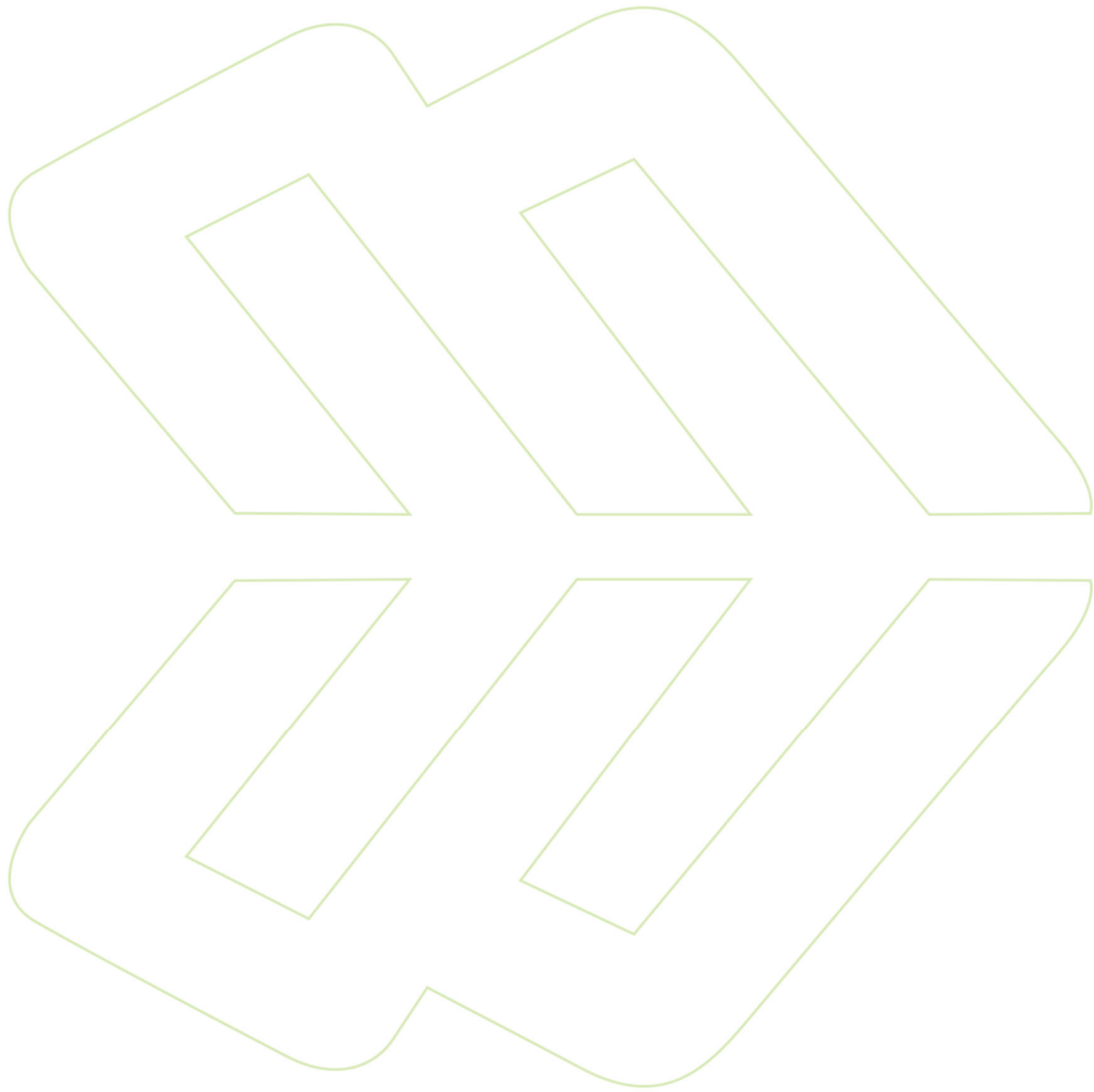
**Mark Alexander Roy, *AICP, LEED AP BD+C, Vice President***. Mr. Roy has over 24 years of professional planning experience, providing planning and project management consulting services to governmental agencies, land trust organizations, and landowners. Mr. Roy has extensive experience in matters related to strategic planning, management of complex permitting initiatives, preparation of environmental review documents, and the regulatory and environmental review process.



**Tessa Munekiyo Ng, *AICP, Vice President***. Ms. Ng has over 18 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.



**Michael T. Munekiyo, *AICP, Founder***. Mr. Munekiyo has over 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. He has thorough knowledge of State and County planning processes and has a full understanding of County legislative processes.



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