



TOWNSCAPE, INC.

Environmental & Community Planning

900 Fort Street Mall Suite 1160 · Honolulu, HI 96813 · PH: (808) 536-6999 · FAX: (808) 524-4998 · www.townscapeinc.com

June 30, 2025

Benson Medina, Director
Department of Research and Development
County of Hawai'i
25 Aupuni Street, Suite 1301
Hilo, Hawai'i 96720

Subject: Notice to Providers of Professional Services Solicitation FY 2026

Aloha Mr. Medina,

Townscape, Inc. would be pleased to be considered for any new planning projects that may be needed by the County of Hawai'i Department of Research and Development for Fiscal Year 2026. We are particularly interested in providing services for the following categories:

RD.1) Community Planning (Community and Economic Development, Community Engagement, Culture and Indigenous Data Science, Strategic Planning, Sustainability Systems)

RD.2) Community Planning (Grant Writer)

Please find enclosed Townscape's Statement of Qualifications and our company brochure.

Should there be a need for additional information about our company, please feel free to contact me at 808-550-3892 or sherri@townscapeinc.com. Mahalo for your time and consideration!

Me ke aloha,

Sherri Hiraoka
Vice President

Enclosures:

1. Statement of Qualifications
2. Company Brochure



TOWNSCAPE, INC.

Environmental & Community Planning

www.townscapeinc.com

“Our mission is to shape plans that enhance the social, cultural, economic, and environmental health of Hawai‘i’s communities.”



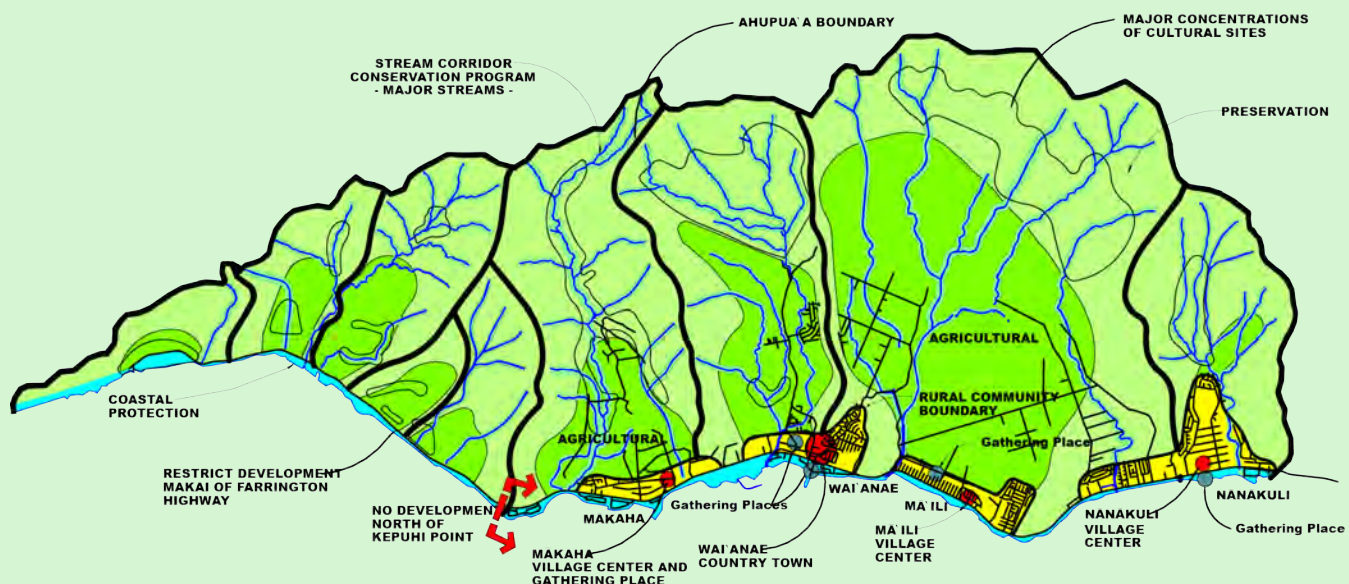
Waipā Master Site Plan



He‘eia Wetlands Restoration: Māhuhua ‘Ai o Hoi

Our Guiding Principles include the following:

- Plan to Act; don’t just plan to plan;
- Consult with diverse stakeholders early and often;
- Plan holistically: understand and integrate the many dimensions of the planning puzzle – people, politics, customs, cultures, economics, finance, rules, regulations, environment, and ecology, and the natural processes of water and land;
- Tell the client and the community what they need to hear; not just what they want to hear;
- Communication is key! Communicate clearly and succinctly.



Wai‘anae Sustainable Communities Plan



TOWNSCAPE, INC.

Environmental & Community Planning

- CLIENTS -

COMMUNITY NON-PROFITS

- Ho‘omau Ke Ola
- Ho‘oulu Lāhui
- Hui Kako‘o ‘Āina Ho‘opulapula
- Ka‘ala Farm, Inc.
- Ka Huli O Hāloa
- Kāko‘o ‘Ōiwi
- Kalaeloa Heritage and Legacy Foundation
- Ko‘olau Foundation
- Loko I‘a
- Mālama Nānākuli Ahupua‘a
- MA‘O Farm
- Mohala i ka Wai
- North Shore Community Land Trust
- Pū‘ā Foundation
- ‘Ōiwi Lōkahi Mokupuni o Keawe
- Waipā Foundation
- The Outdoor Circle
- The Trust for Public Land

PRIVATE SECTOR

- A&B Properties, Inc.
- AT&T Communications, Inc.
- Camp Mokulē‘ia
- Castle & Cooke Homes, Inc.
- Kamehameha Schools
- Kealakekua Development Company
- ‘Ōhulehule Forest Conservancy LLC
- Saint Elizabeth Catholic Church
- The Estate of James Campbell

FEDERAL AGENCIES

- U.S. Army, Pacific (USARPAC)
- U.S. Army Garrison, Hawai‘i
- U.S. Army Engineer District, Honolulu

STATE AGENCIES

- Commission on Water Resource Management
- Department of Accounting and General Services
- Department of Business, Economic Development & Tourism
- Department of Hawaiian Home Lands
- Department of Health
- Department of Land and Natural Resources
- Hawai‘i Community Development Authority
- Office of Hawaiian Affairs
- Office of Planning
- Research Corporation of the University of Hawai‘i

COUNTY AGENCIES

- Hawai‘i County
 - Office of the Mayor
 - Finance Department
 - Planning Department
 - Office of Housing and Community Development
- City and County of Honolulu
 - Department of Design and Construction
 - Department of Environmental Services
 - Department of Parks and Recreation
 - Department of Planning and Permitting
 - Department of Transportation Services
- Honolulu Board of Water Supply



Kalaeloa Heritage Park
Conceptual Plan



STATEMENT OF PROFESSIONAL QUALIFICATIONS

Fiscal Year 2026
Prepared for: County of Hawaii

 **TOWNSCAPE, INC.**
Environmental & Community Planning
900 Fort Street Mall, Suite 1160 Honolulu, Hawaii 96813

TOWNSCAPE, INC. is an environmental and community planning company that was established in **1991** with offices in downtown Honolulu.

We are a small company with an average staff size of about **four planners** over the past five years. We do not subscribe to the American business model of “BIGGER IS BETTER.” We believe that for the kind of environmental and community work that we do, “smaller is better.”

Our **Guiding Principles** include the following:

- Plan to Act; don’t just plan to plan;
- Consult with diverse stakeholders early and often;
- Plan holistically: understand and integrate the many dimensions of the planning puzzle – people, politics, customs, cultures, economics, finance, rules, regulations, environment, ecology, and the natural processes of water and land;
- Tell the client and the community what they need to hear; not just what they want to hear;
- Communication is key! Communicate clearly and succinctly.

Our mission is to shape plans that enhance the social, cultural, economic, and environmental health of Hawai’i’s communities.

Age of Firm
34 Years



Principals

Bruce Tsuchida
Sherri Hiraoka

Associate

Gabrielle Sham

Staff

Rachel Kapule

S-Corporation
Federal ID No. 99-0285932

Technical Experts & Collaborators

Archaeology Surveys

ASM Affiliates
Cultural Surveys Hawai’i

Architecture

Urban Works

Botany/Biology

AECOS, Inc.
Geometrician Associates, LLC

Civil Engineering

Okahara & Associates, Inc.

Cultural Assessment

Kumu Pono Associates, LLC
Nohopapa Hawai’i

Geotechnical Studies

Geolabs, Inc.

Hydrology

INTERA Inc.

Topographic Survey

Controlpoint Surveying, Inc.

Market Analysis

PBR Hawaii & Associates, Inc.

Ocean Engineering

Oceanit Laboratories
Sea Engineering, Inc.

Transportation Planning

The Traffic Management Consultant
Fehr & Peers

Phase I ESA

Tetra Tech



OVER THE LAST 10 YEARS

78

projects completed
as a prime consultant

14

projects completed
as a sub-consultant

15

present projects

5 AFFORDABLE & WORKFORCE HOUSING

12 COMMUNITY & REGIONAL PLANS

12 COMMUNITY FACILITATION & STRATEGIC PLANNING

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17 NATIVE HAWAIIAN COMMUNITY PROJECTS

6 NATURAL RESOURCES/CONSERVATION LAND USE PLANS

22 SITE PLANNING/PERMITS

3 WATER RESOURCES/WATERSHED/AHUPUA'A PLANNING



Bruce Tsuchida, President

Principal Planner

Years of Experience: 54

With this Firm: 34

Education:

Harvard University, M.L.A. in Landscape Architecture & Regional Planning, 1971.

University of Pennsylvania, 1967-1969, Graduate School of Fine Arts, Department of Landscape Architecture and Regional Planning. Studies in Kyoto, Japan, 1965-1966, Japanese Language School, Japanese garden design, calligraphy. University of Paris, 1964, Studies in French literature and philosophy.

Amherst College, B.A. English Literature, 1965.

Responsibilities:

As Founder and President of Townscape, Inc., Mr. Tsuchida is in charge of overall company planning, marketing, quality assurance, and management of staff and other company resources. He serves as principal in charge of several projects and has also assumed the role of overall project manager for some of the company's major projects.

Select Project Experience:

- Moloka'i Water Use and Development Plan, County of Maui Department of Water
- Waiāhole Community Action Plan, Hawai'i Housing Finance and Development Corporation
- Primary Urban Center Watershed Management Plan, Board of Water Supply
- He'eia Master Plan and Rules, Hawai'i Community Development Authority
- Ahupua'a O Kahana Master Plan Scoping, DLNR Division of State Parks
- MA'O Pūnanue Master Development Plan, MA'O Organic Farms
- Mākaha Valley Flood Study, DLNR Engineering Division
- Mā'ilīlī Watershed Management Plan, DOH Clean Water Branch
- Punalu'u Ahupua'a Plan, Kamehameha Schools
- Housing Policy Study, Office of Hawaiian Affairs
- North and South Kohala Community Development Plans, Hawai'i County
- Wai'anae Watershed Management Plan, Board of Water Supply
- Kalaeloa Redevelopment Feasibility Study, Dept. of Hawaiian Home Lands
- Wai'anae Sustainable Communities Plan, City and County of Honolulu
- Fort DeRussy Master Plan, U.S. Army, Pacific
- Military Family Housing Master Plan, U.S. Army, Pacific
- Kukui'ula Master Plan for 1,000-acre planned community, A&B Properties, Inc.

Prior Professional Experience:

R.M. Towill Corporation, Vice President and Manager of the Department of Planning and Land Development, 1984-1991.
Gardiner Associates, Land Planners, 1969-1975. Partner 1973-1975.

Schnadelbach Associates, Ecological/Design Consultants, Draftsman, 1969.

Waterloo Mills Ecological Research Station, Research Assistant, 1967-1968.

Guest Critic and Lecturer: Harvard Graduate School of Design, Radcliffe College, Boston Architectural Center, University of Hawai'i Dept. of Urban & Regional Planning.





Sherri Hiraoka, Vice-President

Principal Planner

Years Experience: 26

With this Firm: 24

Education: University of California Irvine, B.S., 1996, Biological Sciences.

UH Mānoa, Masters in Urban and Regional Planning, 2010, Environmental Planning.

Responsibilities: Ms. Hiraoka is a Principal Planner who assists with overall company planning, marketing, quality assurance, and management of staff and other resources. She serves as principal in charge and project manager of several projects and engages in project development including data analysis, community and government agency outreach, public meetings, plan formulation, and report writing.

Select Project Experience:

- Waipā Master Site Plan Update, Waipā Foundation
- Regional Plan Updates, Dept. of Hawaiian Home Lands
- Water Resource Protection Plan, State Commission on Water Resource Management
- Honomū Subsistence Agricultural Homestead Community Conceptual Plan and EA, Dept. of Hawaiian Home Lands
- He'eia Wetlands Restoration Strategic Plan, Kāko'o 'Ōiwi
- Pūpūkea Paumalū Long Range Resources Management Plan, North Shore Community Land Trust
- Mānoa Watershed Project, Natural Resources Conservation Service
- Waikoloa Curbside Rubbish and Recycle Pick Up Program Feasibility Study
- Ala Wai Watershed Analysis, U.S. Army Corps of Engineers/State DLNR
- Wai'anae Coast Emergency Access Road, City Dept. of Transportation Services

Prior Professional Experience:

University of Hawai'i at Mānoa Department of Urban and Regional Planning. Honolulu, Hawai'i, 2000-2001. Graduate Assistant on the City and County of Honolulu's Traffic Calming Project. Responsible for data collection, GIS map generation, charrette coordination, and report write-up.

University of Hawai'i Environmental Center. Honolulu, Hawai'i, 1999-2000. Environmental Reviewer: reviewed environmental documents, coordinated comments from UH experts, and compiled and submitted comments to the State Office of Environmental Quality Control. U.S. EPA Pollution Prevention (P2) Center for Islands program staffer: responsible for research, seminar coordination, information dissemination, and database organization and maintenance.

East-West Center. Honolulu, Hawai'i, 1997-1998. GIS Technician. Provided Geographic Information System mapping support for the Center on the Environment Vietnam research programs.

U.S. Geological Surveys Biology Research Division, Hawai'i Volcanoes National Park, Hawai'i, 1996-1997. Monitored, collected, identified, and quantified various taxa of plants and invertebrates. Surveyed for *Drosophila spp.* and pig damage in the field.





Gabrielle Sham, Associate
Senior Planner

Years of Experience: 13

With this Firm: 12

Education: Tulane University, B.S.M., 2008, Finance and Economics.

UH Mānoa, Masters in Urban and Regional Planning, 2012, Environmental Planning.

Responsibilities: Ms. Sham is a Senior Planner assisting with marketing and overall company planning and management. She works on a variety of projects with tasks including project management; planning research; fieldwork; mapping and graphics production; report writing; community outreach; and interaction with clients, partners, and regulatory agencies.

**Select Project
Experience:**

- Pololū Trailhead Planning, DLNR DOFAW
- Waikapuna Resource Management Plan, County of Hawai'i
- Hohohononui Makai Master Plan, Kamehameha Schools
- Mākaha Valley Flood Study, DLNR Engineering Division
- Maunaloa-Makapuu Scenic Byways Corridor Management Plan, Livable Hawai'i Kai Hui
- South Point Resources Management Plan, Dept. of Hawaiian Home Lands
- Moloka'i Regional Plan Update, Dept. of Hawaiian Home Lands
- Cultural Education Learning Center Conceptual Plan, Hui Mālama o Ke Kai Foundation
- Kalaeloa Heritage Park Conceptual Plan & EA, Kalaeloa Heritage and Legacy Foundation/HCDA
- MA'O Pūnanue Master Development Plan, MA'O Organic Farms

**Prior Professional
Experience:**

University of Hawai'i at Mānoa, National Disaster Preparedness Training Center, Honolulu, Hawai'i, 2009-2012. Graduate Research Assistant for the National Disaster Preparedness Training Center at the University of Hawai'i. Developed a FEMA certified 8-hour course "Social Media for Disaster Response and Recovery." Managed a team to gather and analyze data for Waikiki Benchmarking Study to assess environmental and sidewalk conditions; developed maps using GIS.

Smart Sustainability Consulting, Honolulu, Hawai'i, Jan. 2012-2013. Collaborated with Hawai'i Energy to empower Hawai'i's students, organizations, and the Department of Defense through sustainability and energy conservation education. Managed a team of five LEED accredited employees in the Farrington High School Modernization Plan to conduct field work on energy and health conditions at Farrington High School, analyze data, and summarize findings. Helped to facilitate meetings, workshops, and provide recommendations to stakeholders.

PBR Hawai'i & Associates, Honolulu, Hawai'i, Jan-May 2012. Assisted in field work for a study for the City & County of Honolulu on recreational experiences at Kapi'olani Park.





Rachel Kapule

Staff Planner

Years of Experience: 3

With this Firm: 3

Education UH Mānoa, B.A., 2019, Hawaiian Studies.

UH Mānoa, Masters of Environmental Management, 2022.

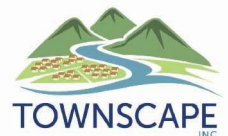
Responsibilities: Ms. Kapule assists with with planning research, report writing, data collection and analysis, GIS mapping, graphics production, and community outreach.

Select Project Experience:

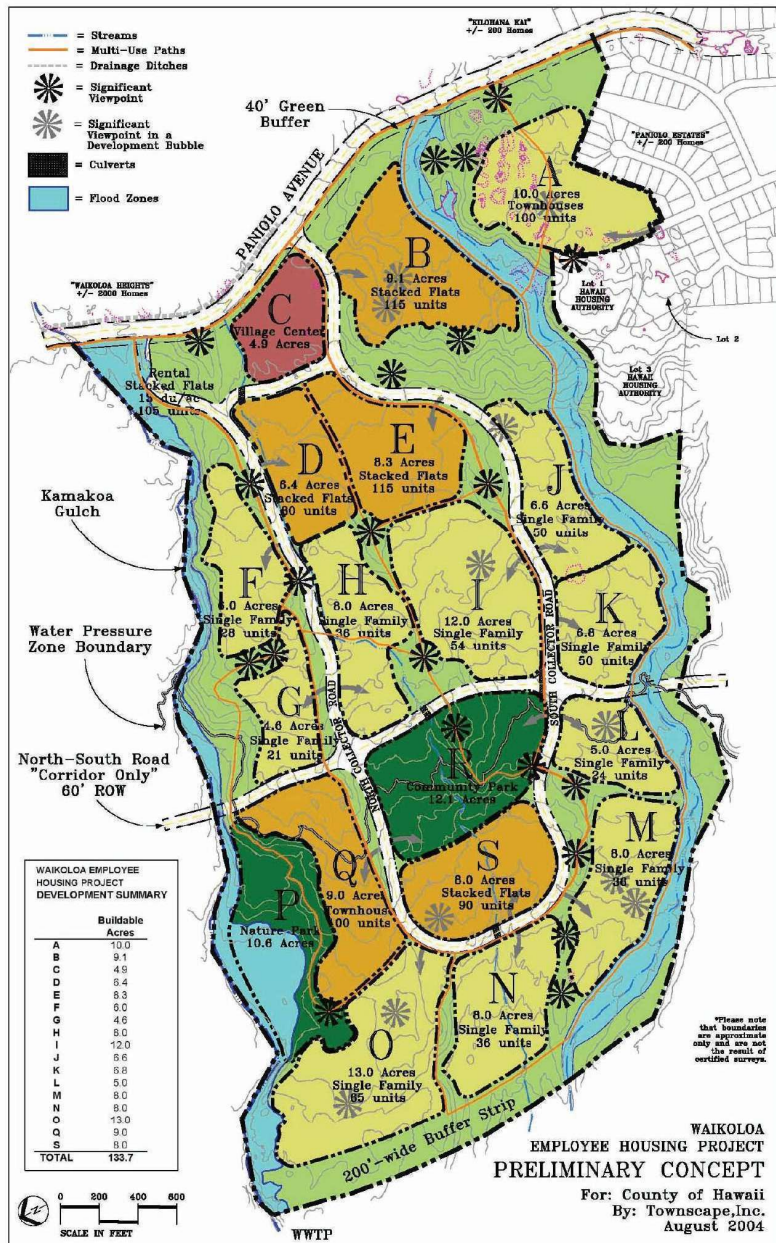
- Kawaihae Regional Plan Update, Dept. of Hawaiian Home Lands
Kumano I Ke Ala Master Plan, Kumano I Ke Ala
- Diamond Head Facilities Renovations Project Environmental Assessment and Special Management Area Use Permit, subconsultants to Okahara & Associates, Inc. for DLNR State Parks
- Planning Services for Requests for Proposals, Dept. of Hawaiian Home Lands
- Puna Historic Trail Stakeholder Action Plan, DLNR DOFAW
- Pololū Trailhead Planning, DLNR DOFAW
- La'i 'Ōpua 2020's Stakeholder Outreach, L2020
- Planning Assistance for State Grant-in-Aid Application, Livable Hawai'i Kai Hui
- MA'O Mākaha Environmental and Land Use Review, MA'O Organic Farms

Prior Professional Experience:

Prior to Townscape, she spent six years as a farm manager with the non-profit Ho'okua'āina, leading the production over 30,000 pounds of kalo each year.



AFFORDABLE & WORKFORCE HOUSING



SELECTED PROJECTS

Planning Services for Requests for Proposals

Statewide

Dept. of Hawaiian Home Lands

Current

Waipā Housing Implementation

Hanalei, Kaua'i

Waipā Foundation

Current

MA'O Mākaha Environmental Review

Mākaha, O'ahu

Wai'anae Community Re-Development Corporation

2023

Honomū Subsistence Agricultural Homestead

Community Conceptual Plan and Environmental Assessment

South Hilo, Hawai'i Island

Dept. of Hawaiian Home Lands

2019

Waikoloa Workforce Housing Master Plan and

Request for Proposals

Waikoloa, Hawai'i Island

County of Hawai'i, Office of Housing and Community Development

2010



COMMUNITY & REGIONAL PLANS

Pololū Trailhead Planning

North Kohala, Hawai'i Island
Department of Land and Natural Resources,
Division of Forestry and Wildlife
Current

Kāneaka Keauhou Master Plan

Keauhou, Hawai'i
Kamehameha Schools
Current

Puna Historic Trail Stakeholder Action Plan Kea'au, Hawai'i

Department of Land and Natural Resources,
Division of Forestry and Wildlife
2024

Kawaihae Regional Plan Update

Kawaihae, Hawai'i
Dept. of Hawaiian Home Lands
2024

Kapolei Regional Plan Update

Ewa, O'ahu
Dept. of Hawaiian Home Lands
2022

Papakōlea Regional Plan Update

Honolulu, O'ahu
Dept. of Hawaiian Home Lands
2020



COMMUNITY FACILITATION & STRATEGIC PLANNING

SELECTED PROJECTS

Pūpūkea Marine Life Conservation District Management Plan Outreach Strategy

North Shore, O'ahu
Mālama Pūpūkea Waimea
2021

Hale'iwa Learning Farm

North Shore, O'ahu
Kōkua Hawai'i Foundation
2020

Waiale'e Community Visioning

North Shore, O'ahu
North Shore Community Land Trust
2019

Wai'anae Alliance Huaka'i

Wai'anae, O'ahu
Kamehameha Schools
2017



ENVIRONMENTAL ASSESSMENTS AND BASELINE ASSESSMENTS

SELECTED PROJECTS

Cultural Learning Center and Community Farm at Ka'ala EA

Wai'anae, O'ahu
PALS/PLACES
Current

South Point Resources Management Plan EA

Ka'ū, Hawai'i Island
Dept. of Hawaiian Home Lands
2018

Waimea Valley (Pu'ukua) Baseline Documentation

North Shore, O'ahu
North Shore Community Land Trust
2018

Kuamo'o Baseline Documentation

Kona, Hawai'i
Trust for Public Land
2015

Ala Moana Pump Station EA and SMA Permit (Major)

Primary Urban Center, O'ahu
Hawai'i Community Development Authority
2015

Makaha Lo'i Restoration EA

Wai'anae, O'ahu
Mohala I Ka Wai
2015

NATIVE HAWAIIAN COMMUNITY PROJECTS

SELECTED PROJECTS

Kailapa Community Resource Center

North Kohala, Hawai'i Island
Kailapa Community Association
2021

Honohononui Makai Master Plan

South Hilo, Hawai'i Island
Kamehameha Schools
2020

Ahupua'a o Kahana State Park Phase 1A Planning

Ko'olauloa, O'ahu
Department of Land and Natural Resources, State Parks
2018

Kalaeloa Heritage Park Plan and EA

'Ewa, O'ahu
Kalaeloa Heritage Park Legacy Foundation/HCDA
2014



Kalaeloa Heritage Park



NATURAL RESOURCES/CONSERVATION LAND USE PLANS

SELECTED PROJECTS

Kaiwi Coast Mauka Lands Management Plan

East O'ahu
Livable Hawai'i Kai Hui
Current

Waikapuna Resources Management Plan

Ka'ū, Hawai'i Island
County of Hawai'i, Finance Department
2023

Kahuku Coastal Resources Management Plan

Ka'ū, Hawai'i Island
County of Hawai'i, Finance Department
2022

Kāwā Resources Management Plan

Ka'ū, Hawai'i Island
County of Hawai'i, Finance Department
2017

South Point Resources Management Plan

Ka'ū, Hawai'i Island
Dept. of Hawaiian Home Lands
2016

Mount Ka'ala, O'ahu



SITE PLANNING/PERMITS

SELECTED PROJECTS

Kumano I Ke Ala Master Plan

Waimea, Kaua'i
Kumano I Ke Ala
2024

Waipā Master Site Plan Update

Hanalei, Kaua'i
Waipā Foundation
2021

Hui Mālama o Ke Kai Conceptual Site Plan

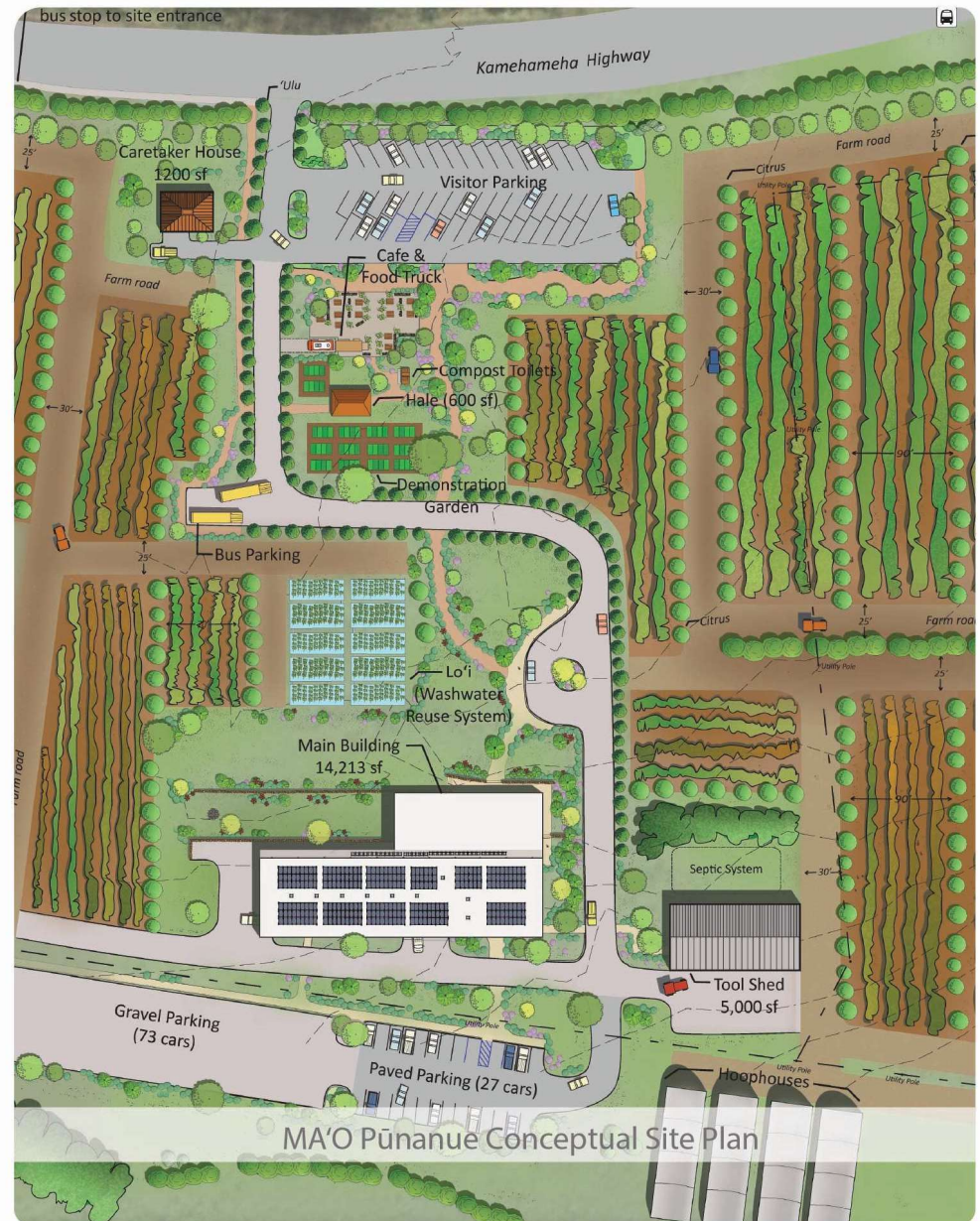
Ko'olaupoko, O'ahu
Hui Mālama o Ke Kai
2019

MA'O Pūnanue Master Development Plan

North Shore, O'ahu
MA'O Organic Farms
2015

Hawai'i Youth Correctional Facility

Ko'olaupoko, O'ahu
Office of Youth Services
2016



WATER RESOURCES/WATERSHED/AHUPUA'A PLANNING

SELECTED PROJECTS

Water Resource Protection Plan

Statewide

State Commission on Water Resource
Management

2019

Kaiaka Bay Watershed-Based Plan

North Shore, O'ahu

City Department of Facility Maintenance

2018

Mākaha Valley Flood Mitigation Study

State Department of Land and Natural Resources, Engineering
Wai'anae, O'ahu

2014

Mā'ili'ili Watershed Management Plan

Wai'anae, O'ahu

State Department of Health, Clean Water Branch

2014



Our Past Record of Performance on contracts with respect to cost control, quality of work, and ability to meet schedules

Our mission is “to shape plans that enhance the social, cultural, economic, and environmental health of Hawai‘i communities.”

With this as our key focus, Townscape, Inc. has established the following guiding principles:

- Plan to act; don’t just plan to plan;
- Consult with diverse stakeholders early and often;
- Plan holistically: understand and integrate the many dimensions of the planning puzzle – people, politics, customs, cultures, economics, finance, rules, regulations, environment and ecology, and the natural processes of water and land;
- Tell the client and the community what they need to hear; not just what they want to hear; and
- Communication is key! Communicate clearly and succinctly.

We use these principles to maintain planning integrity in complex situations and work with our clients to develop paths forward. Much of this is informed by **our strong experience in community-based planning**. Staff has organized, facilitated, and participated in public meetings, workshops, and community “speak-outs” to gather information and to understand relevant issues in order to shape a workable plan that is beneficial for both the client and the community. One-on-one meetings with key community members or groups are important for building trust and creating well-received community-based plans. Online meeting formats have also been successfully incorporated to our in-person methods of outreach.

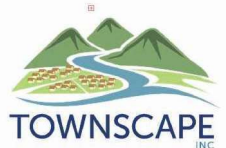
Townscape, Inc. has demonstrated a high level of technical competence in a variety of planning assignments for both public and private clients. Many of our projects involve coordination with Federal, State, and City agencies, and with community leaders, organizations, and groups. This variety of clientele and working relations provides us with experience in assessing situations from different points of view.

We believe that our clients will attest to our skills as planners and project managers. Quality Control is achieved at Townscape, Inc. through a number of project management tools and techniques, including:

- In-house project reviews at critical points
- Pre-printing review of all major reports for format consistency
- Post-printing review of all major reports prior to submitting to ensure that all copies are complete and properly collated.

Townscape believes that “smaller is better” for the type of planning that we do. This allows us to **work collaboratively** as a team and to efficiently communicate with each other, our clients, and the community. Our emphasis on community and stakeholder outreach has sometimes led to unanticipated efforts to understand and/or resolve specific issues that arise. This is the nature of community-based planning and we often absorb some of this additional effort. We also try to address both anticipated and unanticipated strains on capacity and cost through:

- Overall Work Plan and Work Schedule for all major projects
- Weekly staff meeting to schedule the week's work on all projects
- Monthly (or more frequent, as needed) coordination meetings with the project team.



Our Past Record of Performance on contracts with respect to cost control, quality of work, and ability to meet schedules (cont)

Planning is a VOYAGE OF DISCOVERY. We work closely with our clients throughout the planning process to address any issues that arise. Overall, we believe that our company has demonstrated **a strong commitment to providing quality planning products in a reasonable time and budget**. The table below demonstrates the time it took Townscape to complete various projects.

PROJECT NAME	CONTRACT SIZE	TIME TO COMPLETE	YEAR COMPLETE
Kumano I Ke Ala Master Plan	\$72,000	8 months	2024
Kawaihae Regional Plan Update	\$60,000	10 months	2024
BWS Newtown 550' Well EA	\$50,000	5 months	2023
KFI 2022 Annual Report	\$9,000	2 months	2023
MA'O Mākaha Environmental Review	\$12,000	3 months	2023
Waikapuna Resources Management Plan	\$160,081	22 months	2023
La'i 'Ōpua 2020 Preliminary Water Development Research	\$30,000	5 months	2023
Tai Lee Reservoir EA	\$44,280	6 months	2022
Kahuku Coastal Resources Management Plan	\$146,489	19 months	2022
Waiale'e Community Visioning	\$6,000	3 months	2019
Honomū Subsistence Agricultural Homestead Community	\$350,000	24 months	2019
Kaiaka Bay Watershed Based Plan	\$327,300	29 months	2018



CLIENT REFERENCES

Ms. Stacy Sproat
Executive Director
Waipā Foundation
(808) 826-9969
stacy@waipafoundation.org

Mr. Andrew Choy
Planning Program Manager
Dept. of Hawaiian Home Lands
(808) 620-9279
andrew.h.choy@hawaii.gov

Mr. Barry Usagawa
Water Resources Executive
Board of Water Supply
City and County of Honolulu
(808) 748-5901
busagawa@hbws.org

Ms. Elizabeth Reilly
Executive Director
Livable Maunaloa Hui
(808) 864-8081
elizabeth@lhkh.org

Mr. Jackson Bauer
Nā Ala Hele Trails and Access Specialist
Division of Forestry and Wildlife
(808) 657-8041
jackson.m.bauer@hawaii.gov

RANGE OF PROFESSIONAL FEES

Principal	\$165.00 - \$235.00 per hour
Associate	\$130.00 - \$150.00 per hour
Planner	\$ 70.00 - \$ 100.00 per hour



TOWNSCAPE, INC.

Environmental & Community Planning

Honolulu, Hawai'i

www.townscapeinc.com

Project Description Sheets

PLANNING SERVICES FOR REQUEST FOR PROPOSALS



GOAL

To assist the Department of Hawaiian Home Lands (DHHL) with solicitations for funds appropriated through Act 279, SLH 2022. These funds will be used to protect and improve the lives of native Hawaiians through the administration of certain public lands for homesteads.

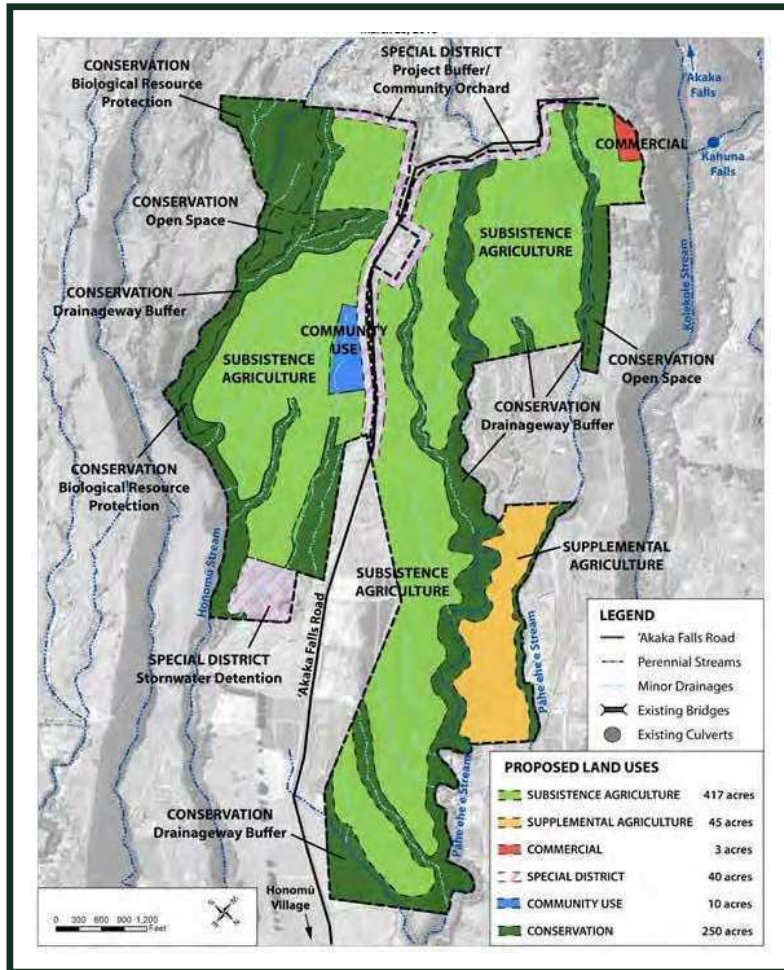
SCOPE

- *Coordinate with DHHL staff on upcoming solicitations*
- *Develop Request for Proposals (RFPs) for various subdivisions*
- *Develop a scoring matrix for each RFP, complete with details from each development proposal*
- *Attend pre-proposal conferences and meetings with potential developers and provide DHHL with meeting notes and an attendance roster*
- *Evaluate and score land acquisition and development proposals*



Client: Department of Hawaiian Home Lands
Location: Statewide
Size: N/A
Status: Active

HONOMŪ SUBSISTENCE AGRICULTURAL HOMESTEAD COMMUNITY



GOAL

To develop a new subsistence agricultural community in Honomū that provides native Hawaiians with an opportunity to return to the land and promote self-sufficiency through farming opportunities.

SCOPE

- Community outreach with DHHL beneficiaries, the Honomū community, and government agencies
- Oversee subconsultants in archaeology, biology, LiDAR survey, civil engineering/infrastructure, and traffic to understand the project site
- Create a conceptual site plan
- Complete an Environmental Assessment



Client: Department of Hawaiian Home Lands

Location: South Hilo, Hawai'i

Size: 766 acres

Status: Completed (2019)

PUNA HISTORIC TRAIL STAKEHOLDER ACTION PLAN



SCOPE

- *Conduct talk stories with lineal descendants of Kea‘au, cultural practitioners, fishers and gatherers, and neighboring landowners to understand the historic/cultural significance of the trail and its vicinity*
- *Consult with state and county agencies to understand ongoing resilience efforts in Puna*
- *Conduct five community engagement activities to address vehicle use on the trail, trail/ beach overuse, and to help identify priority action items for the Stakeholder Action Plan*
- *Develop a Draft Stakeholder Action Plan for the Puna Trail and distribute to stakeholders for review and comment*
- *Integrate community comments into a Final Stakeholder Action Plan for the Puna Trail*
- *Coordinate with client to determine a priority action item to begin implementing*

GOAL

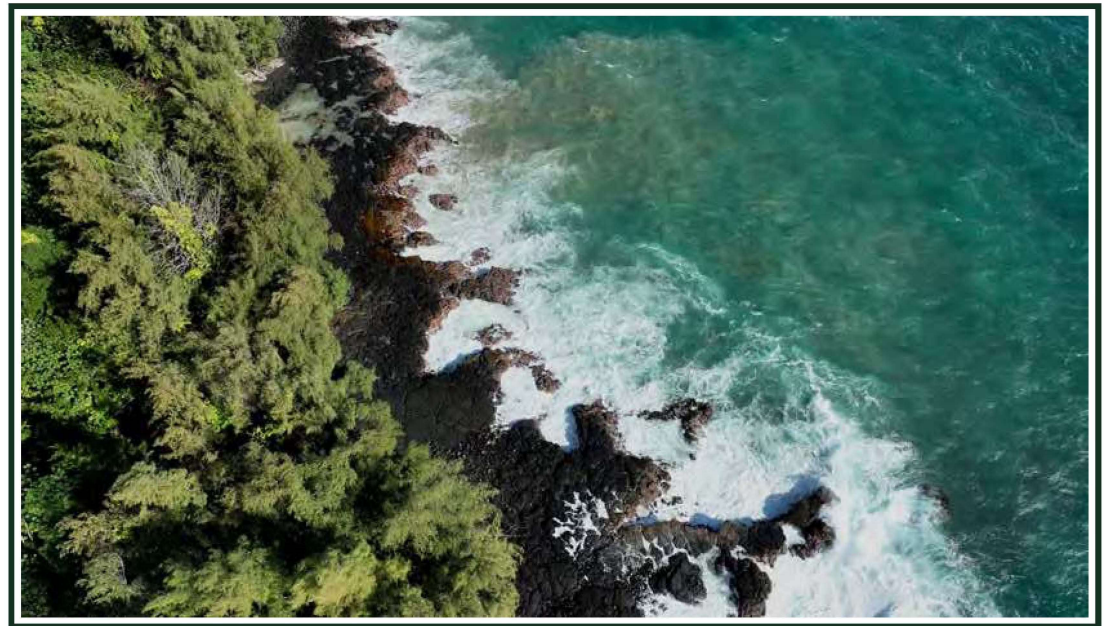
To develop a Stakeholder Action Plan that identifies near- and long-term steps for educating public trail users and enforcing responsible public use of the Puna Historic Trail.

Client: DLNR - DOFAW - Nā Ala Hele

Location: Puna, Hawai‘i

Size: 3 miles

Status: Completed (2024)





SCOPE

- Review existing plans, reports, studies, and publicly available data on the history and existing conditions of Pololū
- Research sites across Hawai‘i implementing visitor control methods
- Schedule and conduct one-on-one talk stories with members of the community to discuss issues and potential solutions for the trailhead
- Host a general community meeting to gather input on the vision, issues, and potential solutions for the trailhead
- Develop a draft plan with management solutions and host a second community meeting to present the plan to the community and gather feedback
- Prepare a final plan that incorporates input from the community
- Prepare a Chapter 343 Environmental Review for the actions proposed in the final plan

GOAL

To engage with kūpuna, lineal descendants, cultural practitioners, nearby residents, as well as the broader community to develop a plan for the Pololū Trailhead. This plan will propose management solutions to address the issues and concerns from overuse at the Trailhead.

Client: State DLNR Division of Forestry and Wildlife

Location: North Kohala, Hawai‘i Island

Size: 4,500 square feet

Status: Active





GOAL

Develop a Conceptual Master Plan for a “Regenerative Community” for the designated Keauhou Lands.

SCOPE

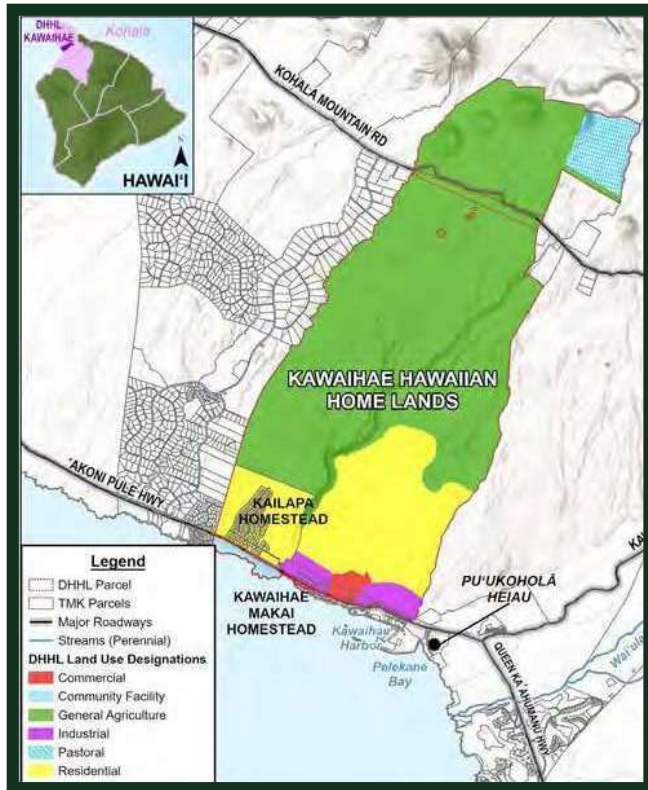
- *Complete and document archival research, organize research findings in the form of a Draft Progress Report*
- *Prepare a Land and Regulatory Analysis by reviewing regulatory guidance, conducting initial site reconnaissance, and developing site analysis maps*
- *Document existing infrastructure and develop order of magnitude cost estimates for major infrastructure upgrades*
- *Identify and summarize site opportunities and constraints*
- *Conduct meetings with community leaders, small groups, and other stakeholders to gather input*
- *Develop a Preliminary Concept Plan Graphic and Summary Text*
- *Prepare a Draft Conceptual Plan Master Report that identifies facilities and infrastructure needed, cost estimates, a list of permits and approvals needed, general market strategies, and next steps*
- *Conduct a Market and Financial Analysis to document existing conditions, development trends, and identify risk factors that may influence development potential*
- *Incorporate comments from the Draft Conceptual Plan and findings from the Market and Financial Analysis to develop a Final Conceptual Master Plan Report*

Client: Kamehameha Schools

Location: Kona District, Hawai'i

Size: 2,550 acres

Status: Active



GOAL

To conduct beneficiary consultations and draft a Regional Plan Update for the Kawaihae Homestead community, including a community vision, values, past actions and priority projects which respond to issues and areas of concerns within the homestead.

SCOPE

- *Research key sources of data that include change or potential change in the region, including U.S. Census demographic data, land uses and ownership, existing or proposed infrastructure, and funding for projects or programs*
- *Outreach with government agencies and regional organizations to confirm and clarify research findings*
- *Conduct beneficiary consultations, including assisting the State to develop meeting agendas, materials, and presentations, as well as staffing the meetings*
- *Develop a Draft Regional Plan Update which includes sections that introduce the plan and process; vision and values; planning area; existing land uses and infrastructure; priority projects; and other potential projects*
- *Produce maps and photos for inclusion in the planning document and community meeting presentations*
- *Incorporate beneficiary comments into a Final Regional Plan Update for Kawaihae*

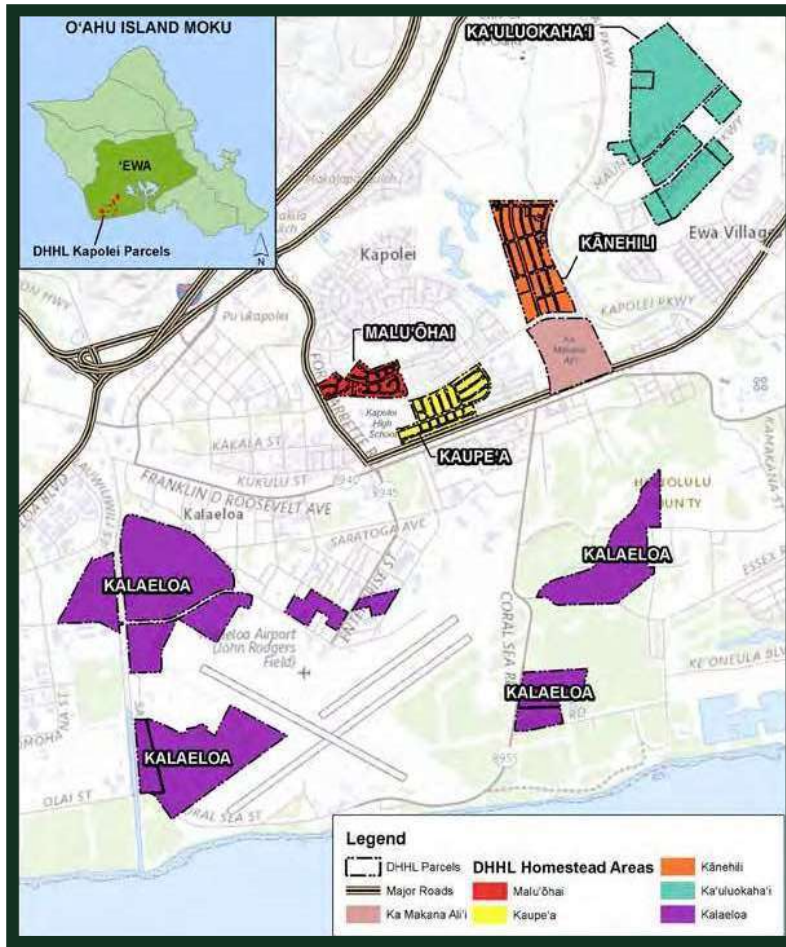
Client: Department of Hawaiian Home Lands

Location: Kawaihae, Hawai'i

Size: 10,153 acres

Status: Completed (2024)





GOAL

To create a regional plan that identifies priority projects important to the Kapolei community and DHHL. Regional Plans build a sense of community and capacity, stimulate partnerships for development and improvements, facilitate beneficiary participation in issues and areas of concern, and identify priority projects within existing and planned homestead areas.

SCOPE

- Research key sources of data that indicate change or potential change in the Kapolei region relating to demographics, land use designation, land use development, land disposition, land ownership, and infrastructure
- Outreach to government agencies and regional organizations to confirm findings from background research
- Prepare materials for and assist with conducting DHHL beneficiary consultations to gather input on concerns, opportunities, values, and vision for the community
- Work with DHHL beneficiaries of Kapolei to identify potential projects for the region
- Work with DHHL beneficiaries to select and refine top five priority projects
- Develop project descriptions, maps, costs, funding opportunities, timelines, and potential partners



Client: Department of Hawaiian Home Lands

Location: Kapolei, O'ahu

Size: 1,095 acres

Status: Completed (2022)

MAUNALUA-MAKAPU'U SCENIC BYWAY



GOAL

To assist the grassroots non-profit organization, Livable Hawai'i Kai Hui, with the development of the Maunaloa-Makapu'u State Scenic Byway Corridor Management Plan for the 6.8-mile stretch of Kalaniana'ole Highway that wraps around the eastern tip of O'ahu. The purpose of the Scenic Byway Management Plan is to preserve and protect the resources along the coastline while enhancing the experience for both local residents and visitors.

SCOPE

- Assist working group--made up of residents, community organizations, businesses, landowners, and elected officials--in creating the Corridor Management Plan
- Coordinate outreach process to share the draft management plan

Client: Liveable Hawai'i Kai Hui

Location: East O'ahu

Size: 6.8 miles

Status: Completed (2018)



GOAL

To develop a conceptual farm plan graphic to illustrate preliminary land uses and structures based on Kōkua Hawai'i Foundation's vision and programmatic uses for the place.



SCOPE

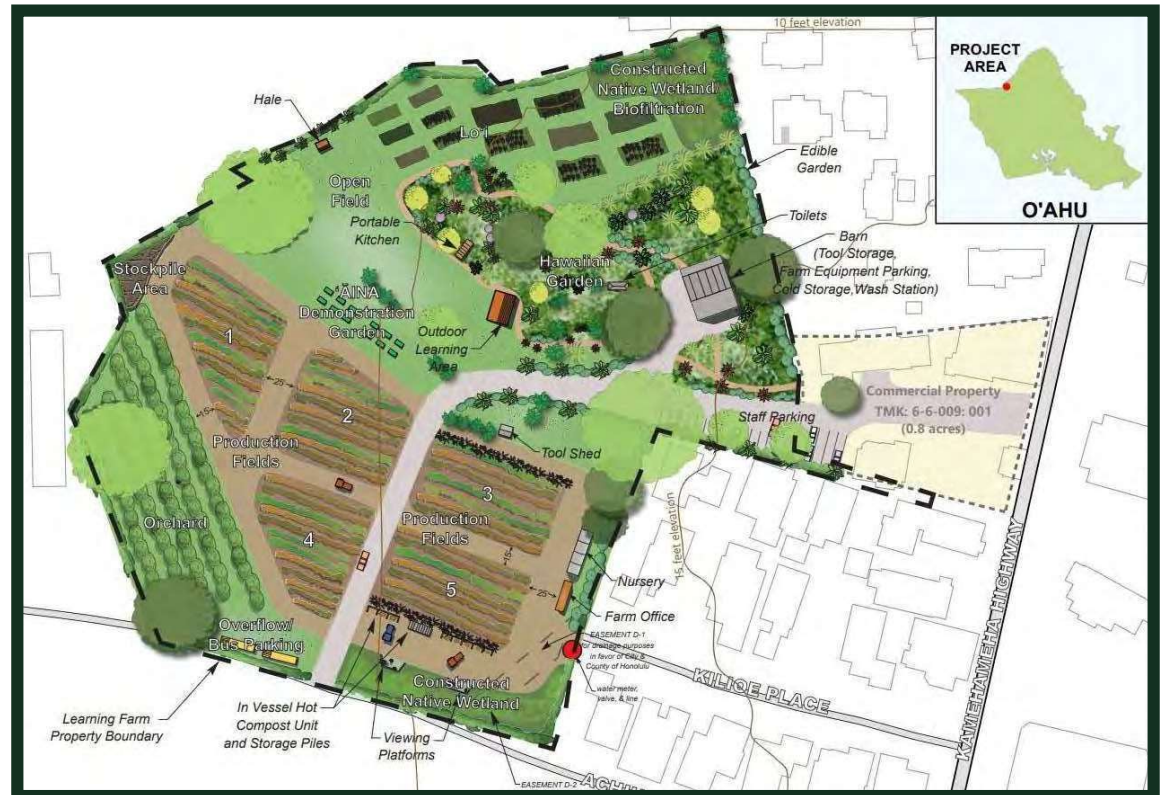
- Conducted meetings with staff to confirm needs, objectives, and vision for the property
- Developed a conceptual farm plan graphic
- Facilitated an all-day charrette with community partners and organizations to gather input on the conceptual farm plan

Client: Kōkua Hawai'i Foundation

Location: North Shore, O'ahu

Size: 7 acres

Status: Completed (2020)





SCOPE

- Review background materials on the site and meet with key stakeholders to become familiar with community ideas
- Conduct three Advisory Group meetings, open to the public, to build consensus on a community vision. The purpose of each meeting was:
 - Meeting #1: share information on the property and on intentions and expectations for this effort and for participants to share their interests and concerns for Waiale'e
 - Meeting #2: identify major thoughts and ideas gathered at meeting #1 and develop draft values, planning considerations, and a vision statement
 - Meeting #3: gather feedback on the draft community values and vision statement and identify other thoughts to include in the report
- Develop a report documenting the community values, vision, and other considerations raised during the process

GOAL

To assist the community with developing a conservation vision to inform land use decisions for Waiale'e on the North Shore of O'ahu.

Client: North Shore Community Land Trust

Location: Waiale'e, O'ahu

Size: 130 acres

Status: Completed (2019)





GOAL

To develop a plan that guides stewardship actions and strategies to protect, preserve, and conserve the significant cultural, historical, and natural resources of Waikapuna for present and future generations, while allowing for community managed access.

SCOPE

- Review and analyze relevant background reports, maps, grants, studies, and other publicly available data
- Coordinate with biologists, archaeologists, and key federal, state, and county personnel
- Consult with lineal descendants, kūpuna, community leaders and organizations about resources, uses, and management issues
- Develop resource management strategies for Waikapuna in alignment with the Conservation Easement and State grant agreement
- Host a virtual community meeting to discuss site resources, related management issues, and gather input on preliminary ideas for management strategies
- Develop a Draft Resources Management Plan for public review
- Finalize the Waikapuna Resources Management Plan

Client: County of Hawai'i, Dept of Finance

Location: Ka'ū, Hawai'i

Size: 2,317 acres

Status: Completed (2023)



KAHUKU COASTAL RESOURCE MANAGEMENT PLAN



GOAL

To develop a plan for Kahuku that will protect the resources along the coast so that current and future generations may continue their way of life that makes Ka 'ū, Ka 'ū, and to perpetuate cultural practices that have been passed down for generations.

SCOPE

- *Coordinate with subconsultants for archaeological and flora/fauna studies*
- *Review background reports, maps, grants, studies, and other data relevant to the project site*
- *Talk story with community leaders and organizations about resources, uses, and management issues*
- *Schedule and conduct a community meeting to discuss site resources, issues, and goals, and to gather input on preliminary ideas for strategies*
- *Collaborate with key public agency personnel and community members as well as archaeologists and biologists to develop resources management strategies*
- *Develop a Draft Plan and host a community meeting to gather community feedback*
- *Finalize the Resource Management Plan*



Client: County of Hawai'i, Dept. of Finance

Location: Ka'ū, Hawai'i

Size: 3,128 acres

Status: Completed (2022)



SOUTH POINT RESOURCE MANAGEMENT PLAN AND ENVIRONMENTAL ASSESSMENT

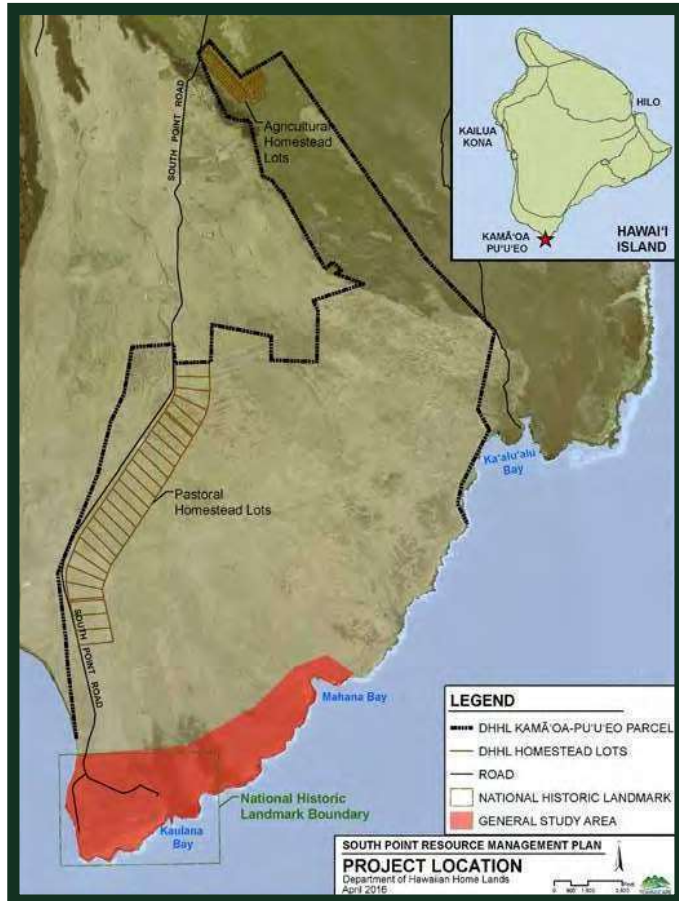


GOAL

To develop a management plan that guides future actions to steward the land and resources of South Point and to complete an environmental assessment for the proposed projects.

SCOPE

- Review DHHL plans, policies, and land use dispositions for the project area
- Identify the natural and cultural resources of the area as well as traditional and contemporary native Hawaiian uses
- Consult with DHHL beneficiaries and other stakeholders in the community through in-person one-on-one, small group, interactive speakouts, and large general community meetings
- Develop a Draft Resource Management Plan for community review
- Finalize the South Point Resource Management Plan
- Complete an environmental assessment for the actions proposed in the final plan



Client: Department of Hawaiian Home Lands

Location: Ka'ū, Hawai'i

Size: 11,266 acres

Status: Completed (2016, 2018)



KUMANO I KE ALA (KIKa) MASTER PLAN



GOAL

Prepare a long-term master plan and site plan for Pe'ekaua'i, Waimea as well as a near-term implementation plan, all which align with Kumano I Ke Ala's goals and address program needs.



SCOPE

- Conduct background research on existing land use regulations, zoning, topography, soils, slope, drainage, sea level rise, climate change impacts, and known cultural sites
- Organize and facilitate a series of charrettes with KIKa's staff, Board of Directors, and interns to gather input on a vision for Pe'ekaua'i, potential educational programs, and necessary structures
- Coordinate with civil engineers to determine the most effective drainage strategy for site development
- Develop a Master Plan for Pe'ekaua'i that includes a detailed Conceptual Site Plan and descriptions of the proposed educational programs
- Integrate feedback from KIKa into a Final Master Plan

Client: Kumano I Ke Ala

Location: Waimea, Kaua'i

Size: 11 acres

Status: Completed (2024)



GOAL

To update the existing Master Site Plan to reflect projects completed, new program needs and priorities, and updated site information and regulations. New facilities also needed to be included in an approved Master Site Plan, per lease requirements.

SCOPE

- Conduct a site visit to familiarize the planning team with the site, confirm the locations and conditions of existing structures, and view locations for potential new facilities
- Conduct a planning workshop with Waipā staff and the Board of Directors to identify program needs and associated facilities, and discuss preliminary facility locations
- Develop a draft Master Site Plan graphic based on a review of existing site conditions, regulatory controls, and the ideas for needed facilities from Workshop #1
- Conduct a second planning workshop to present the draft Master Site Plan graphic to gather comments and feedback from staff and Board members
- Revise the Master Site Plan graphic and compile a draft Master Site Plan Update report
- Conduct a third planning workshop to present the draft master site plan update report, including the revised master site plan graphic, to Waipā staff
- Finalize the Master Site Plan Update report

Client: Waipā Foundation

Location: Waipā, Kaua'i

Size: 1,671 acres

Status: Completed (2022)

HUI MĀLAMA O KE KAI CONCEPTUAL SITE PLAN



GOAL

To develop a conceptual site plan for a Cultural Educational Learning Center for the children and families of Waimānalo on eleven acres of land leased from the Department of Land and Natural Resources.

SCOPE

- Consult with Hui Mālama o ke Kai (HMKF) board and staff members to better understand their vision for the place and program needs for their youth after-school programs along with their 'ohana programs
- Develop conceptual site plans
- Develop a summary brochure and report that describes the vision, goals, and programs of HMKF as well as the proposed conceptual Cultural Educational Learning Center with phasing and cost estimates

Client: Hui Mālama o Ke Kai

Location: Waimānalo, O'ahu

Size: 11 acres

Status: Completed (2019)

PRIMARY URBAN CENTER WATERSHED MANAGEMENT PLAN



GOAL

To develop a long-range, holistic plan that inventories and assesses the water resources and future water demands of the Primary Urban Center District of O'ahu, fulfilling a requirement of the State Water Code. Recognizing that fresh water is a finite, protected public trust resource that is essentially linked to the existence of healthy watersheds, the PUC WMP will also identify critical watersheds and develop watershed protection strategies to maintain the quality, quantity, and sustainability of O'ahu's water.

SCOPE

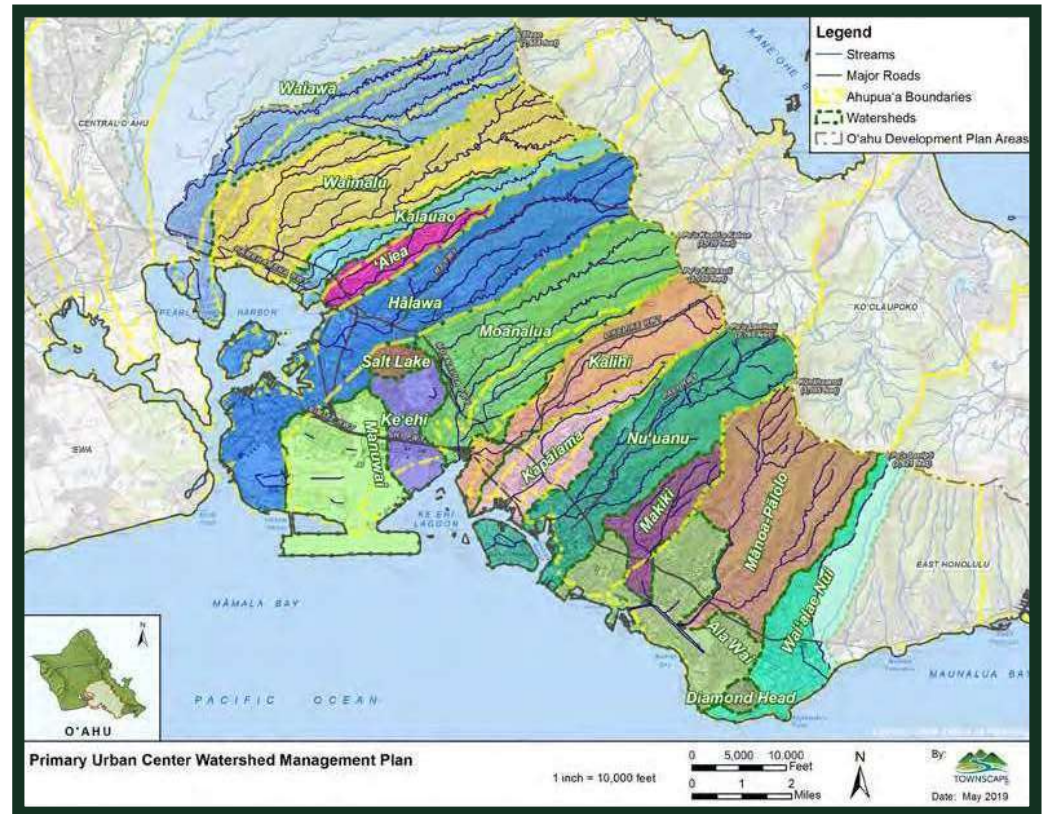
- Outreach with community to identify water resource issues and values and identify potential partnerships and projects
- Conduct research to provide a holistic understanding of PUC water resources and related facts
- Investigate existing water demand and supply
- Project future water demands
- Identify supply options to meet demands
- Develop a water resource plan that meets future water demands in alignment with the community's water resource values

Client: Board of Water Supply

Location: Kona, O'ahu

Size: 105 square miles

Status: Active





GOAL

To update the Moloka'i Water Use and Development Plan through a process that seeks to understand the land and water resources, involves the community, and shows respect for native Hawaiian culture, traditions, and practices.

Client: County of Maui

Location: Islandwide, Moloka'i

Size: 166,400 acres

Status: Active

SCOPE

- Coordinate with the County of Maui Department of Water Supply (DWS) throughout the duration of the project
- Review and analyze water resource data relating to potable water sources and systems, water uses, water use analysis, and future water demand projections
- Research and review relevant plans and policy documents
- Develop maps to display data on coastal waters and nearshore biota, ground water and surface water, flooding and drainage, land ownership, land use, land development trends, and urban infrastructure
- Research and analyze available information on Moloka'i Hawaiian pre-contact and contemporary culture, customs, wahi pana, ahupua'a, agriculture, fishponds and fisheries, and community groups and organizations
- Consult the community through individual meetings and general community meetings
- Develop a Ka Pa'akai Analysis through collaboration with Maui DWS and Moloka'i's cultural leaders
- Identify water infrastructure options and costs
- Develop a draft Water Use and Development Plan for review and comment
- Finalize the Moloka'i Water Use and Development Plan and present to Maui DWS, CWRM, and the Maui County Council



LA'I 'ŌPUA 2020 PRELIMINARY WATER DEVELOPMENT RESEARCH



GOAL

To develop a report for La'i 'Ōpua 2020 (L2020) that summarizes community and stakeholder perspectives on new water source development in the Keauhou Aquifer System Area.

SCOPE

- *Develop a list of document sources for L2020 to prioritize including, but not limited to, recent water development proposals, Commission on Water Resource Management (CWRM) reports and staff submittals, County Water Use and Development Plans, and USGS and other scientific reports*
- *Review prioritized sources for reasons supporting or opposing new water source development in the Keauhou region*
- *Summarize findings into a report*
- *Present findings to L2020*

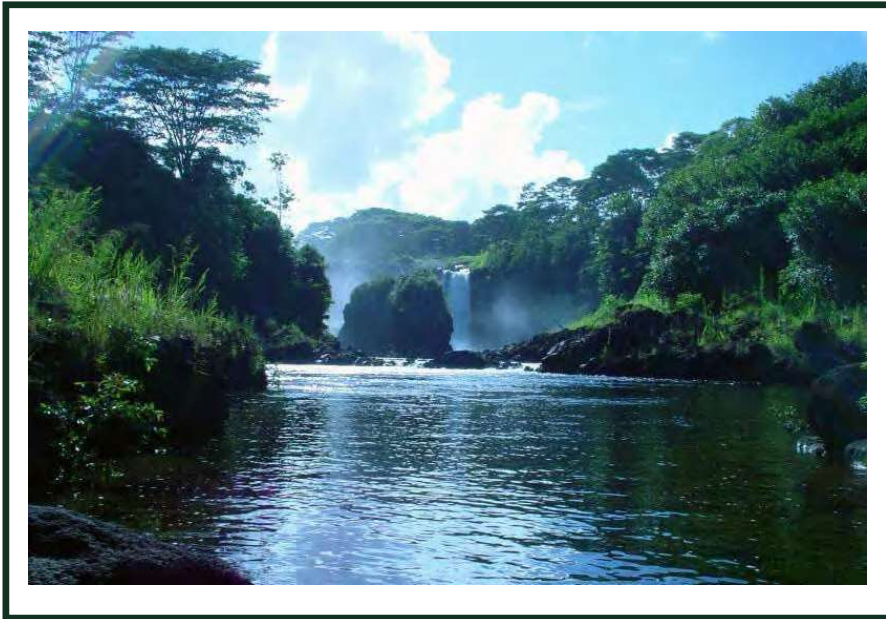


Client: La'i 'Ōpua 2020

Location: Keauhou, Hawai'i

Size: 105,225 acres

Status: Completed (2023)



SCOPE

- *Gather and review best available information to identify technical water related issues*
- *Conduct community and stakeholder outreach to further identify issues related to water resources, use, and management*
- *Update the understanding of the nature and occurrence of water resources in the State, the hydrologic units for ground and surface waters, and sustainable limits for water supply*
- *Identify existing water uses and projected future demands, programs for hydrologic data collection and analyses, regulatory authorities and permitting systems, and studies and programs to conserve and augment water resources*
- *Identify emerging threats, unresolved issues, management gaps, and recommended actions to sustainably manage water resources*

GOAL

To update the Water Resource Protection Plan (WRPP), which, as a major element of the overall Hawai'i Water Plan, has the objective of protecting statewide public trust water resources and uses, watersheds, and natural stream environments.

Client: Commission on Water Resource Management

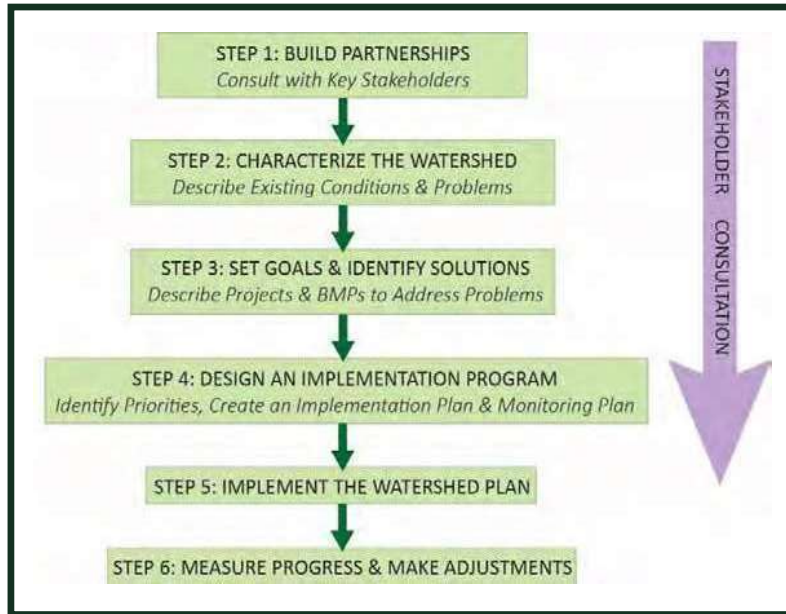
Location: Hawaiian Islands

Size: 6,423 square miles

Status: Completed (2019)



KAIKA BAY WATERSHED-BASED PLAN



GOAL

To assess water quality issues in the six watersheds that drain into Kaiika Bay on the North Shore of O‘ahu; describe the main sources of pollutants; and identify key management measures, policy amendments, and education and outreach opportunities that will improve water quality and bring them into compliance with State Water Quality Standards.

SCOPE

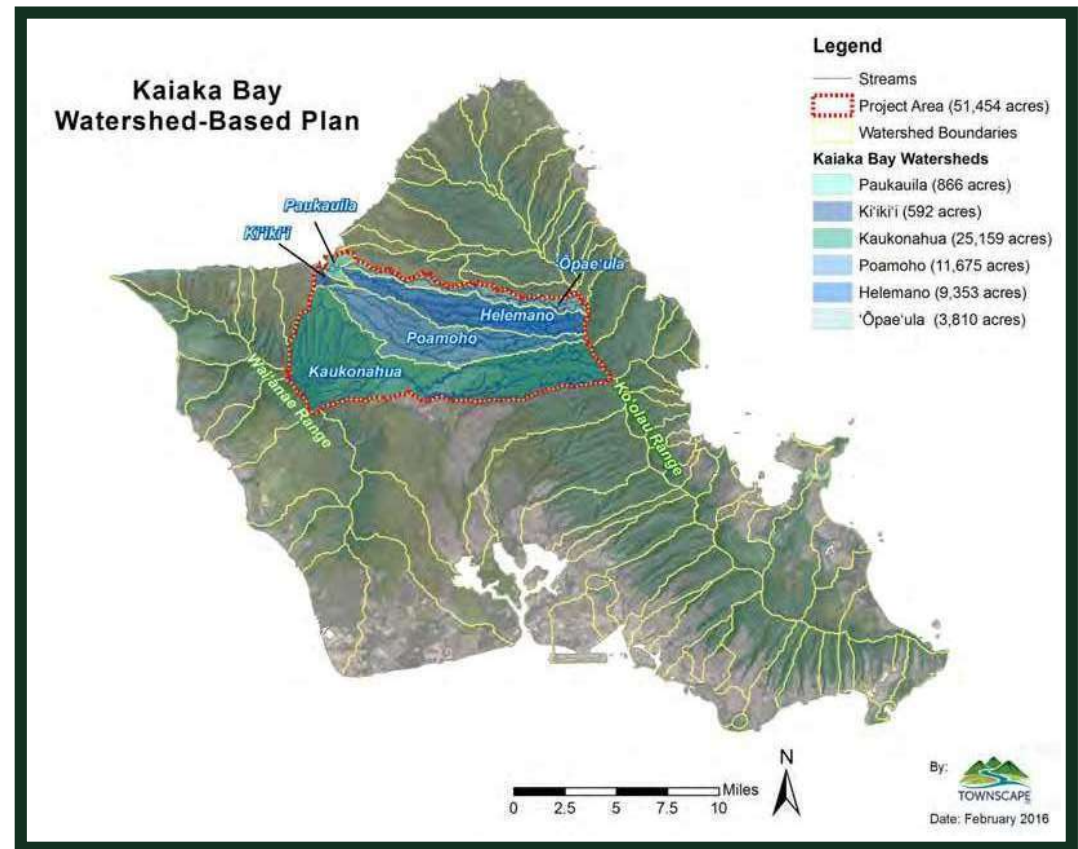
- Consult with key stakeholders
- Research existing conditions and problems
- Create best management practices to address problems
- Identify priorities, create an Implementation Plan & Monitoring Plan

Client: City and County of Honolulu
Department of Facility Maintenance

Location: North Shore, O‘ahu

Size: 51,454 acres

Status: Completed (2018)





Develop a flood mitigation plan, in consultation with the local community, to help prevent future flooding from occurring as well as to investigate public and private entities for partnership to fund mitigation improvements.

SCOPE

- *Consult key stakeholders: community members, businesses, land owners, state and city agencies, and elected officials*
- *Conduct a series of focus groups*
- *Host larger community meetings*



Status: Completed (2014)

UNIVERSITY OF HAWAI'I MAUI COLLEGE IRRIGATION REPAIR SMA ASSESSMENT



GOAL

To prepare a Special Management Area (SMA) Assessment, Flood Development Permit Application, and Environmental Assessment (EA) Exemption Letter for the UH Maui College Irrigation Repair Campuswide Project, ensuring proper compliance with State and County regulations.

SCOPE

- *Draft EA Exemption Letter for UH Maui College to submit to State Office of Planning and Sustainable Development Environmental Review Program*
- *Work with the client to develop the "Proposed Project Description"*
- *Coordinate with client, cultural consultant, and Maui County Agencies to compile and submit necessary documents, photographs, drawings, and plans for the Flood Development Permit Application and SMA Assessment*
- *Monitor and revise permit applications via the County of Maui's Automated Planning and Permitting System (MAPPS)*

Client: Okahara and Associates, Inc.

Location: Kahului, Maui

Size: 61 acres

Status: Completed (2024)