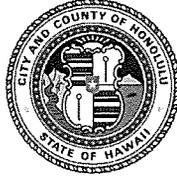


OFFICE OF THE MAYOR
CITY AND COUNTY OF HONOLULU

530 SOUTH KING STREET, ROOM 300 * HONOLULU, HAWAII 96813
PHONE: (808) 768-4141 * FAX: (808) 768-4242 * INTERNET: www.honolulu.gov



KIRK CALDWELL
MAYOR

EMBER LEE SHINN
ACTING MANAGING DIRECTOR

GEORGETTE T. DEEMER
DEPUTY MANAGING DIRECTOR

January 24, 2013

The Honorable Ernest Y. Martin, Chair
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawaii 96813

RECEIVED
CITY CLERK
C & C OF HONOLULU
2013 JAN 28 AM 11:11

Dear Chair Martin and Councilmembers:

With reference to Mayor's Message No. 7(13), please find enclosed information which may assist the Council as it considers my request to confirm Chris T. Takashige as the Director of the Department of Design and Construction.

Sincerely,

A handwritten signature in black ink, appearing to read "Kirk Caldwell", is written over a horizontal line.

Kirk Caldwell
Mayor

Enclosures

CITY AND COUNTY OF HONOLULU
NOMINEE/APPOINTEE FORM

1. Position Nominated to: Director, Dept of Design and Construction

2. Name: Chris Tomi Takashige
(First) (Middle) (Last)

3. Are you a citizen of the United States? Yes No
Are you a resident of the City and County of Honolulu? Yes No
If yes, how long 57 yrs
Are you a registered voter in the City and County of Honolulu? Yes No

4. Occupation: Director Designate, Dept of Design and Construction

5. Name and address of employer or firm:
City and County of Honolulu

6. Does your employer do any business with the City and County of Honolulu?
Yes No If yes, state the nature of business and approximate dollar amount in the last five years:
N/A

7. Do you or does any member of your immediate family hold office or own stock in any firm?
Yes No

8. Does the firm do business with the City and County of Honolulu? Yes No
If yes, provide details including the name(s) of the firm:
N/A

9. Do you have any part-time employment, professional activity, or financial interests other than those indicated in the previous question? Yes No
If yes, provide details:

10. Do you foresee any possible conflict between your present work, financial investments, business transactions or any other activity which would be incompatible with the proper discharge of your official duties or hinder you from effectively carrying out the duties for which you have been appointed? Yes No

11. Are any members of your family employed by the City and County of Honolulu or any attached agency? Yes No If yes, please specify the department and division:

12. Are there any incidents in your past that may jeopardize your nomination
Yes No

13. Have you ever been convicted of a felony? If yes, provide details:
No

14. Education:
B.S. in Civil Engineering, University of Hawaii
M.S. in Administration, Central Michigan University

15. Provide a summary of major work experience for the last ten (10) years. Begin with your present job including military (attach additional sheets if necessary or resume):
See attached resume.

16. Community activities, etc. (also list any service on any other board or commission Federal, State or County):
Professional Associations such as Construction Management Association of America
and Honolulu Community College adviser to construction mgmt curriculum.

17. Have you ever been a member of a board or commission with the City and County of Honolulu?
 Yes No If yes, provide name(s) of board/commission:

18. Will you be able to commit to the full term of this appointment? Yes No
19. Will you be able to commit to meeting dates and times? Yes No
20. Are you regularly away from Honolulu? Yes No If yes, please explain:

21. Are you willing to make a confidential financial disclosure to the city Ethics Commission upon appointment and yearly thereafter? Yes No
22. What do you understand to be the prime duties of your county appointment?
Management of DDC to administer the CIP program for the various City departments.
Provide engineering technical support to all City agencies.
Carry out the Administrations policies and directives through the departments resources
and expertise.

The above statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Chris Jalaschige

 (Signature)

1/22/13

 (Date)

The completed form and any attachment(s) will be posted by the City Clerk and available on the City's DocuShare Website.

Chris T. Takashige

E-mail: ctakashige@honolulu.gov

Bus Phone: 808-768-8471

Work Experience:

City and County of Honolulu
Frank Fasi Municipal Building
Deputy Director, Department of Design and Construction
Pay Grade: Appointee
Supervisor: Lori Kahikina, Director, Phone #768-3480
lkahikina@honolulu.gov

Hours per week: 50

Duties:

- Represented the Mayor's administration at city functions such as neighborhood boards or public meetings, and where engineering and technical representation skills were necessary or desired such as engineering organizational presentations or building and trade association functions.
- Assists the director in managing the general operations of the department managing and supervising 250 employees.
 - Review, approval and defense of the annual capital improvement program (CIP) for the city departments before City Council.
 - Managed execution of the CIP through 250 in-house professional staff and various consultant firms, the planning, design and construction of renovation and new projects. Projects varied in size and complexity from \$10k renovations to \$250m new construction. They included multitude engineering discipline types from the departments 5 divisions of Civil, Mech-Elec, Wastewater, Facilities and Land. Examples include reconstruction or repair of roads, wastewater collection and plant systems, street and parking lot lighting, HVAC systems, police and fire stations, community parks structures, pedestrian and vehicular bridges, flood control and storm drainage systems, etc. Total number of projects managed by the department at any given time was 600 – 800.
 - Managed departments administrative matters through other support offices such as unionized personnel actions, operational budget, space utilization, division reorganization and realignment, etc.

U.S. Army Corps of Engineers

Honolulu District, Fort Shafter Hawaii (2004 to 2011)

Japan District, Camp Zama Japan (1997 to 2004)

Program and Project Manager, Project Engineer, Resident Engineer and Area Engineer

Pay Grade: GS-11, 12, 13 and 14

Supervisors: Fawzy Makar, Riki Iwasaki and Lou Muzzarini

louis.muzzarini@usace.army.mil

Hours per week: 50

Duties:

- Managed and supervised 50 professional engineers and technicians, and worked at the “working level,” conducting quality assurance and contract administration of major construction projects. Size and complexity ranged from \$100k to \$250m, of diverse project scope to include foundation to finish for vertical and horizontal projects. Project scope included mass excavation, underground utilities, concrete and steel, HVAC, fire suppression and alarm, roofing, finish, data-comm, electrical power and distribution, plumbing, finishes, etc. Types of projects included roads and bridges, storm drainage, wastewater, administration and industrial low-rise and mid-rise buildings, barracks and family housing, military training ranges, etc. Average number of total projects managed at any given time totaled 40. Duties also included safety and NPDES assurance of project jobsites.
- Performed duties as a federal, administrative contracting officer certified to approve contracts and changes up to a value of \$500,000.
- Performed duties as a program and project manager in the planning, design and solicitation of major construction projects similar in size, complexity, type and number as discussed previously. Coordinated in-house or consultant architect and engineer planning and designs from start to design completion. Obtain and managed funding, and coordinated progressive design reviews, subsequent comments and design changes.
- Performed administrative office manager duties in regards to indirect functions such as internal controls, coordination of employee training, EEO compliance, operational annual budget, employee evaluations, awards, personnel management, dispute resolution, VIP briefs and visits, functional coordination with headquarters, fleet vehicle inventory, office supplies and equipment, etc.