



## Memorandum

To: Technical Advisory Committee Members  
From: Alvin Au, Interim Executive Director  
Date: October 13, 2017

### Interim Executive Director's Report

#### *Accomplishments and Progress*

1. Updates to Supplementary Reports.  
Administrative Supplemental Agreement. As reported in earlier meeting, OahuMPO met with HDOT leadership and has since received its recommendations for changes. The HDOT draft was also reviewed by Federal Highway Administration and further discussion with HDOT/FHWA will begin soon.  
Data-Sharing Supplemental Agreement. OahuMPO is working with its consultant, Oceanit, and has identified persons from all requisite agencies to participate in a steering committee to oversee progress and make recommendations.  
Steering Committees. OahuMPO has also made requests for members of the appropriate partner agencies to participate in each of its various projects.
2. Department of Transportation Improvement Program Standard Operating Procedures.  
The HDOT Planning Branch has issued its draft of Standard Operating Procedures for the TIP. OahuMPO (as well as Maui MPO) are currently reviewing HDOT SOP Draft with the approved TIP Policies and Procedures to determine what changes to either the Policies and Procedures or Standard Operating Procedures may be necessary.
3. Department of Planning and Permitting.  
OahuMPO received a detailed listing of recommendations and changes it would like to have included in the various Supplementary Agreements as well as the various Policies and Procedures that are in process of being reviewed by the Technical Advisory Committee.
4. Approved Contracts awaiting Notice to Proceed & currently at DAGS for processing:
  - a. UrbanSim Land Use Planning Model \$300,000.
  - b. Computer and Network Support and Maintenance \$25,000.
  - c. Makaha Beach Park Realignment Feasibility Study \$383,998.
5. Conducted an orientation for new TAC member, Leonid Bak, an alternate for the Department of Business, Economic Development, and Tourism.
6. Selected OahuMPO staff attended the Hawaii Conference of Planning Officials in Honolulu and OMPO held coordination meetings with the Executive Director of Maui MPO and Federal Highway Administration. To establish consistency, OahuMPO and Maui MPO will coordinate the development of their Standard Operating Procedures.
7. Spire Hawaii, the accounting firm that is advising OahuMPO on the findings of both the Federal Certification Review and audit findings is currently evaluating potential accounting systems which processes and procedures will be developed in coordination with HDOT Business Management Office and Highway Staff Services.

8. Discussions concerning the forthcoming FY2017 Single Audit are underway with the State Auditor and Federal Highway Administration.
9. Preparing Subaward Agreements (a new requirement of 2 CFR 200) for each of the FY2018 OWP-approved projects.
10. Issued a Professional Services Solicitation to procure consultant assistance with the various models used by OahuMPO; the current contract expires in November.
11. Issuing a call for projects for the FY2019 Overall Work Program to all participating agencies and the Citizen Advisory Committee.

### ***Policy Board (PB)***

The PB met on September 29, 2017.

- Discussion and Approval of the FY 2019-2022 Four Year TIP Schedule.
- Provide update on the Central Oahu Transportation Study with consultant SSFM.

### ***Citizen Advisory Committee (CAC)***

The CAC met on September 20, 2017.

- *Discussion and Approval of FFY 2019-2022 Four Year TIP Schedule and TIP Project Selection Criteria for Policy Board approval.*
- Discussion and Approval on FY2015-2018 TIP Revision #17 for Policy Board consideration.