

# **OVERALL WORK PROGRAM**

## **Fiscal Year 2021**

(July 1, 2020 – June 30, 2021)

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**As modified by Revision #1 (Amendment) on November 24, 2020.**

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Prepared by

OAHU METROPOLITAN PLANNING ORGANIZATION

In Cooperation with Its Member Agencies

State of Hawaii Department of Transportation  
City and County of Honolulu Department of Transportation Services  
Honolulu Authority for Rapid Transportation

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## Executive Summary

This document presents the FY 2021 Overall Work Program (OWP) for the Oahu Metropolitan Planning Organization (OahuMPO). The FY 2021 OWP serves as the key management tool for coordinating transportation planning for the island of Oahu by the State and the City. The OWP provides complete budget information to Federal, State, and City officials and to the public for the expenditure of Federal funds for planning activities being carried out by the OahuMPO and its participating agencies. OahuMPO participating agencies include the Hawaii Department of Transportation (HDOT), The City and County of Honolulu Department of Transportation Services (DTS) and the Honolulu Authority for Rapid Transportation (HART).

The OWP is a prerequisite for metropolitan transportation planning activities performed with Federal funds provided under 23 United States Code (U.S.C.) and 49 U.S.C. 53.<sup>1</sup>

In FY 2021,<sup>2</sup> OahuMPO anticipates new funding sources – a combination of Federal grants and required local matching funds - to total \$1.9 million. In addition, a balance of \$7.9 million in FHWA & FTA funds remains unobligated from prior years. Total funds available for metropolitan planning on Oahu equals over \$10 million. OahuMPO has sufficient funding available to support the Overall Work Program FY2021 request of \$3,550,000.

**Table ES-1. Expected Funding Sources and Programmed Expenditures**

<b>Expected Funding Sources</b>	<b>Total</b>
FHWA-PL	\$1,638,079
FTA 5305(d)	\$317,364
OahuMPO Member Dues	\$375,000
Local match for subrecipient studies	\$527,000
Subtotal: FY2021 <b>New</b> Funding	\$2,857,443
FHWA-PL - Unobligated from prior years	\$7,927,357
<b>TOTAL AVAILABLE FUNDING</b>	<b>\$10,784,800</b>
<b>Programmed Obligations</b>	<b>Total</b>
OWP FY2021 Total Request	\$4,510,000

In FY2021, OahuMPO's priorities are to focus on federally required work products, and will particularly emphasize the following:

- Development of the -Oahu Regional Transportation Plan 2045 (ORTP) is underway. This includes updates to the Transportation Demand Forecasting Model (TDFM) and Congestion Management Process (CMP), developing a list of projects and programs to be undertaken during its 20-year planning horizon, and a financial forecast;
- Completion of an interim update to the Comprehensive Data Sharing Agreement prior to the ORTP 2045 deadline
- Development and implementation of a subrecipient training program;
- Resolving findings of the 2018 Certification Review and subsequent audit;
- Update to the Overall Work Program Processes & Procedures;
- Revising the current Transportation Improvement Program (TIP);
- Implementation and monitoring of Federal performance measures;
- Continued emphasis on proactive and transparent public involvement; and
- Continual improvement and evaluation of Title VI/EJ areas in all required work products.

<sup>1</sup> 23 CFR 450.308.

<sup>2</sup> The State fiscal year (FY) 2021 covers the period from July 1, 2020 through June 30, 2021, inclusive. Funding for these projects utilizes the Federal appropriation received for Federal fiscal year (FFY) 2020, which covers the period between October 1, 2019 and September 30, 2020.

The hourly budgets for work elements reflect these priorities, as well as continued work to support OahuMPO's Policy Board and advisory committees, management of ongoing agency consultant studies, and support of subrecipient studies.

### **Work Element Summary**

The FY 2021 OWP consists of the following planning activities (projects in **bold** are new):

#### Task 1: MPO Administration and Management

- Program Administration & Management
- OWP Development & Management
- Subrecipient Monitoring
- Single Audit
- Public Participation

#### Task 2: Data Development & Maintenance

- Transit Rider Survey Project
- Computer Model Operations & Support
  - **TDFM Data Purchase**
- **Active Transportation Monitoring Data**
- **Work Where You Live**

#### Task 3: Short Range Planning

- Transportation Improvement Program
- Transportation Alternatives Program Coordination
- Oahu Mass Transit Joint Feasibility Study
- Waikiki Loading Zone Management Study
- Ala Moana Transit Plaza Alternatives Analysis
- Multi-Modal Transit Asset Management Plan
- Kapolei Maintenance Facility and Transit Center Alternatives Analysis
- Royal Kunia Public Transit and Day Care Facility Master Plan
- PM Peak Period Tow Away Zone Modifications
- Review and Update of Planned Rights of Way for Existing Streets
- Transportation Demand Management Plan
- Vision Zero Action Plan
- New Mobility Plan
- Autonomous Vehicle Planning Study
- **Plan for Improved Resilience to Coastal Hazards through Green Infrastructure**
- **Multi-Modal Mobility Hub Plan for Oahu**
- **Alternative Deployment of AV Technology Scenarios Plan**
- **Dillingham Corridor Mobility Data Planning Study**
- **Multi-Modal Transit Asset Management Plan – Phase 2**
- **Congestion & Mobility Pricing Study**

#### Task 4: Long Range Planning

- Oahu Regional Transportation Plan
- Congestion Management Process Update
- Farrington Highway Makaha Beach Park Realignment Feasibility Study
- Energy Conservation & Emissions Reduction Plan

# Introduction

## Overview

This document presents the FY 2021 Overall Work Program (OWP) for the Oahu Metropolitan Planning Organization (OahuMPO). The FY 2021 OWP serves as the key management tool for coordinating and conducting the transportation planning activities of the OahuMPO, State of Hawaii Department of Transportation (HDOT), City and County of Honolulu Department of Transportation Services (DTS), and Honolulu Authority for Rapid Transportation (HART) on the island of Oahu. The OWP is a prerequisite for metropolitan transportation planning activities performed with Federal funds provided under 23 United States Code (U.S.C.) and 49 U.S.C. 53.

## Oahu Planning Priorities

Per 23 CFR 450.308, the Overall Work Program should include a discussion of the planning priorities facing the metropolitan planning area (MPA). OahuMPO's 2018 Certification Review included the recommendation that OahuMPO develop an OWP project selection process to prioritize planning activities necessary to reasonably support the MPO's role and responsibilities for regional planning. In other words, the project selection process should reflect the MPO's planning priorities, meaning that the studies that receive funds through the OWP move the MPO's regional planning goals to fruition.

The OahuMPO's existing prioritization process uses Oahu's Planning Priorities, FAST Act Planning Factors, and the ORTP 2040 Goals as the basis for a framework to evaluate candidate work elements. OahuMPO's processes and procedures document notes that "the commitment of local matching funds for a candidate work element...can elevate a work element two priority levels"<sup>3</sup>. Commitment of local match and staff capacity continue to have a significant impact on project selection for the OWP.

Notwithstanding, the work elements proposed for funding highlight the below regional planning priorities.

- **Resiliency**

The **Plan for Increased Resilience to Coastal Hazards through Green Infrastructure**, proposed by the State Department of Land and Natural Resources, prioritizes the resilience of the transportation system to rising sea levels and coastal storms. This proposed work element addresses the preservation, security<sup>[1]</sup> and resiliency of the transportation system which are required components of OahuMPO's evaluation framework per the FAST Act. The emphasis on green infrastructure to protect the highway reflects ORTP goal #4 to improve Oahu's transportation system in a manner that sustains environmental quality.

- **Infrastructure Condition**

The **Multi-Modal Transit Asset Management (TAM) Plan Phase 2** proposed by DTS, will incorporate the City's rail-related assets and develop a framework for managing and maintaining the City's multi-modal transit system in a state of good repair. This work element will enable the City and County of Honolulu to meet federal requirements as interim rail service begins in December 2020. This work element satisfies FAST Act Planning Factor #8 regarding preservation of the existing transportation system and ORTP Goal #7 on Infrastructure Condition.

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<sup>3</sup> OahuMPO's Overall Work Program Process & Procedures is available here:  
<https://www.oahumpo.org/wp-content/uploads/2016/03/OWP-Procedures-2015-09-21-FINAL.pdf>

- **Mobility**

Several of the work elements programmed in OWP FY2021 are data centric and will enhance OahuMPO and agency partners' understanding of how Oahu residents move through the transportation system. These work elements address FAST Act Factor #4 on the accessibility and mobility of people and freight and ORTP Goal #1 on Transportation Facilities.

- The **Active Transportation Monitoring Data** work element proposed by DTS will support the installation of permanent active transportation counters throughout the island and along key regionally-significant corridors. The counters will allow DTS to monitor bicycling and walking trends over time.
- The **Dillingham Corridor Mobility Planning Study** proposed by HART will address the need for accurate and up-to-date information about dynamic mobility needs in the Dillingham corridor where the Honolulu Rail Transit Project will be doing intensive construction work over the next several years.

- **Integration & Connectivity**

The ORTP 2040 goal to provide a multi-modal transport system highlights the link between system connectedness and efficiency for users moving about the island. The **Multi-Modal Mobility Hub Plan for Oahu**, proposed by the State Department of Land and Natural Resources, will assess state parking facilities and evaluate various ways to make better use of these state assets in ways that encourage the use of alternative transportation and mobility options, leading to a more integrated transportation system. This work element addresses FAST Act Factor #6 on the integration and connectivity of the transportation system, across and between modes, for people and freight.

## **OWP Structure**

The Overall Work Program is broadly organized into four main tasks as described below:

- **Task 1 – MPO Administration and Management** includes the general administration of transportation planning grants for Oahu. These work elements are on-going and/or reoccurring efforts that serve to meet Federal requirements and support continuous, comprehensive and cooperative transportation planning.
- **Task 2 – Data Development & Maintenance** describes the collection, maintenance and analyses of special and demographic data to support planning efforts.
- **Task 3 – Short Range Planning** includes planning for activities taking place within a three to ten-year time frame, including the TIP and transit feasibility and operations planning. Task 3 activities assist in the development of the ORTP.
- **Task 4 – Long Range Planning** includes planning activities that develop, document, amend, and publish the Oahu Regional Transportation Plan (ORTP) to meet the needs of the metropolitan area for a 20-year horizon, in accordance with Federal, State, and local regulations.



## Federal Funding - Overview

Funds available to support the Overall Work Program FY2021 consist of Federal and non-Federal sources. The Federal funds are provided by the Federal Highway Administration and the Federal Transit Administration and cover 80% of the OWP budget. The non-Federal funds from the City Department of Transportation Services, the State of Hawaii Department of Transportation, and the Honolulu Authority for Rapid Transportation cover the remaining 20%.

The non-Federal funds for the OWP consist of member dues from partner agencies to support OahuMPO operations, and a local match for planning studies proposed by partner agencies and other state & local governmental agencies.

### Federal Funds

#### New in FY2021

Each year, OahuMPO receives a total of approximately \$1,800,000 in new Federal planning funds from the Federal Highway Administration and the Federal Transit Administration. These funds are authorized by the Federal government through Fixing America's Surface Transportation Act (i.e. FAST Act) which took effect on October 1, 2015. The FAST Act is a five-year authorization of transportation programs covering Federal fiscal years 2016 through 2020<sup>4</sup>.

The metropolitan planning funds available for state FY2021 utilizes the Federal appropriation received for Federal fiscal year (FFY) 2020 and includes the following:

**49 USC 5303/5305(d).** These FTA funds are used for planning purposes and often involve transit-related projects. Metropolitan transportation planning activities using these funds must be programmed in the OWP.

**23 USC 104(b)** FHWA Metropolitan Planning (PL) funds: PL funds are available for MPOs to carry out the metropolitan transportation planning process required by 23 U.S.C. 134, including development of metropolitan area transportation plans and transportation improvement programs. PL funds cannot be used for NEPA activities or activities that will result in a project's final design.

#### Remaining from prior years

In addition to the new Federal funds described above, a balance of \$5.7 million in FHWA funds remains available to MPOs in Hawaii from prior year apportionments.

In FY2020, OahuMPO added approximately \$2.9 million to the unobligated balance of Federal funds by deobligating remaining balances from the OWP FY19 and prior. Per the agreement for Hawaii's Planning Funds Distribution Formula to the MPOs, OahuMPO's \$2.9 million deobligation shall be reserved for use by the OahuMPO in a future work program – it is not subject to the planning funds distribution formula. Table 1 describes the total availability of Federal funds for this work program.

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<sup>4</sup> The FAST Act expires on September 30, 2020. OahuMPO is monitoring new activity at the Federal level surrounding transportation appropriations. The expiration of the FAST Act does not impact this work program because it is funded by the prior Federal fiscal year apportionment (FFY 2020)

**Table 1. Availability of Federal Funds**

Federal Metropolitan Transportation Planning Funds Apportioned to Hawaii			
Description	FTA-5303/5305(d)	FHWA - PL	Total
2020 (New Funds for FY21 Work Programs)	\$492,727	\$1,886,318	\$2,379,045
Unobligated Balance(Prior Years)	\$0	\$5,723,281	\$5,723,281
Subtotal	\$492,727	\$7,609,599	\$8,102,326

**Calculation of OahuMPO Share**



Description	FTA-5303/5305(d)	FHWA - PL	Total
OahuMPO Share per Planning Funds Distribution Formula	\$317,364	\$6,608,176	\$6,925,540
May 2020 Funding Deobligation	\$0	\$2,957,260	\$2,957,260
Total Federal Funding Available to OahuMPO	\$317,364	\$9,565,435	\$9,882,800

**Deobligation of Federal Funds from prior OWPs**

Obligation is defined as the commitment of funds to a work program. When funds remain in a prior year's work program, deobligating those funds enables the OahuMPO to reobligate and assign them to a new program.

In FY 2021, funds remaining from OWP FY 2020 will be deobligated after the start of the Federal fiscal year (October 1, 2020). Those funds will be added to the balance of planning funds available for the OWP FY 2022.

**Table 2: Summary of deobligated funds**

Description	Total
De-obligation of excess funds from OWP FY19 and prior	\$1,143,676
De-obligation of excess funds from closed out or canceled planning studies - partner agencies	\$1,813,583
Total	\$2,957,260

**Deobligation of excess funds remaining from FY 2019 and prior**

The work elements in Table 3 describe federally required work performed by the OahuMPO staff that has a remaining balance from OWP FY 2019 or prior. The last two digits of the work element number refer to the year of obligation. These funds will be deobligated and made available for use in the OWP FY 2021.

**Table 3: Deobligation of funds remaining from OWP FY 2019 (SUBJECT TO CHANGE)**

Task #	Work Element #	Work Element Title	Balance to be Deobligated
TASK 1: Program Administration & Management	301.02-17	General Technical Assistance & Planning Support	\$368
	301.02-18	General Technical Assistance & Planning Support	\$11,894
	201.02-18	Participation Plan Evaluation	\$1,541
	301.04-18	Support for Citizen Advisory Committee	\$15,504
	301.04-19	Support for Citizen Advisory Committee	\$5,000
	301.05-17	Single Audit	\$48
	301.06-18	Public Participation Plan	\$16,845
	301.06-19	Public Participation Plan	\$32,510
	301.08-18	Disadvantaged Business Enterprise	\$3,420
	301.09-17	Professional Development	\$261
	301.09-18	Professional Development	\$42,459
	301.10-16	Computer & Network Maintenance	\$203
	301.10-17	Computer & Network Maintenance	\$431
	301.10-15	Computer & Network Maintenance	\$27
	301.10-18	Computer & Network Maintenance	\$9,010
	301.10-19	Computer & Network Maintenance	\$64,530
	301.11-17	Subrecipient Monitoring	\$515
	301.11-18	Subrecipient Monitoring	\$42,689
301.11-19	Subrecipient Monitoring	\$30,000	
TASK 2: Data Development & Maintenance	201.04-14	Title VI & Environmental Justice Monitoring	\$47,469
	201.04-16	Title VI & Environmental Justice Monitoring	\$28,960
	201.04-18	Title VI & Environmental Justice Monitoring	\$556
	301.15-15	Computer Model Operation & Support	\$41,544
TASK 3: Short Range Planning	301.17-18	Transportation Improvement Program	\$40,077
	301.17-19	Transportation Improvement Program	\$80,000
	301.18-18	Transportation Alternative Program	\$4,123
	301.19-19	Transportation Alternative Program	\$4,841
TASK 4: Long Range Planning	301.16-15	Oahu Regional Transportation Plan	\$96,322
	301.16-17	Oahu Regional Transportation Plan	\$447
	202.03-18	Trans Rev Forecasting & Alt Rev	\$22,580
	202.03-14	Trans Rev Forecasting & Alt Rev	\$223,404
	201.05-18	Congestion Management Process Update	\$72
201.05-15	Congestion Management Process Update	\$204,879	
Cancelled in OWP FY20	301.13-18	Performance Based Planning	\$22,469
	301.13-19	Performance Based Planning	\$48,678

TOTAL      \$1,143,676

**Deobligation of funds remaining from completed planning studies**

The remaining balances for the studies in the below table will be deobligated because the work has been completed or cancelled. The remaining balance for the studies in Table 4 will not be deobligated until final payment has been processed and the work element is closed out.

**Table 4: Deobligation of funds remaining from completed or cancelled planning studies  
(SUBJECT TO CHANGE)**

Work Element ID	Work Element Title	Status	Agency	Original budget	Remaining balance
203.10-18	Ala Wai Canal Bridge Alternatives Analysis	This work is complete. The project has been closed and all payments have been made; any outstanding balance will be deobligated and funding re-allocated to current projects.	DTS	\$535,000	\$3,821
206.02-18	Oahu Coastal Communities Evacuation Planning Project - Phase 2	This work is complete. As of May 2020, OahuMPO is working to process final payment.	DEM	\$800,000	\$142
202.07-18	Oahu Bike Plan Update	This work element is complete. Close out is pending final billing.	DTS	\$250,000	\$7,956
202.02-18	Central Oahu Transportation Study	This work element is complete. Close out is pending final billing.	OahuMPO	\$538,262	\$5,389
203.08-18	Transit Fares Scenarios Planning Studies	This work element is complete. Final payment is pending the receipt of invoice and final deliverables from HART.	HART	\$130,000	\$130,000
203.82-11	Separate Left-Turn Phase Alternatives Study	This work is complete. The project has been closed and all payments have been made.	DTS	\$118,130	\$34,080
203.16-19	Bikeshare Expansion Plan	This work element was cancelled due to a change in priorities and lack of local match.	DTS	\$200,000	\$200,000
202.05-15	Kapalama Sub-Area Multimodal Circulation and Mobility Study	This work is complete. The project has been closed and all payments have been made.	DTS	\$500,000	\$387,111
202.01-13	Roadway Surface Conditions Assessment	This study was terminated at the request of the City and County of Honolulu based on information received from FHWA.	DTS/DFM	\$1,378,686	\$576,369
202.06-17	ITS Architecture Update	This study was cancelled by DTS.	DTS	\$200,000	\$200,000
201.16-20	Comprehensive Data Management & Sharing Study	OahuMPO plans to re-program this study in a future work program. In the interim, the Data Sharing Agreement will be updated by OahuMPO staff.	OahuMPO	\$130,000	\$130,000
201.16-17	Comprehensive Data Management & Sharing Study	This study was originally programmed in 2017. It was cancelled after interim deliverables were received. OahuMPO lacked capacity to proceed with the study due to staff turnover. New funds were obligated in OWP FY20.	OahuMPO	\$165,000	\$138,715
				Total	\$1,813,583

### Non-Federal Share of OahuMPO Operations – Regular Member Dues

Federal funds that support OahuMPO's staff, consultants and operations are matched with non-Federal funds provided by the **State of Hawaii Department of Transportation, the City and County of Honolulu Department of Transportation Services, and the Honolulu Authority for Rapid Transportation**. These funds are referred to as member dues and are established by a Finance Supplemental Agreement<sup>5</sup> between OahuMPO and these three agencies. Members contribute \$125,000 each annually to support OahuMPO operations. The \$375,000 that OahuMPO receives annually as member dues enables the agency to program up to \$1,875,000 in planning activities annually through the OWP.

Each year, any unspent and unencumbered balance from the previous year's dues is calculated and used to offset the dues requirements for the current year.

Table 5 summarizes the unencumbered member dues balance from previous years, and the credit applied to each of OahuMPO's member agencies.

**Table 5. FY 2021 Dues and Credit for Dues Remaining from Previous Years (SUBJECT TO CHANGE)**

Unexpended dues remaining	Credit to each partner agency	Invoice to each agency	Supporting funds for FY2021 per agency	Total OahuMPO supporting funds for FY2020
\$114,925	\$38,308	\$86,692	\$125,000	\$375,000

### Non-Federal Share of New Planning Studies

In the OWP FY 2021, OahuMPO state and local agencies propose five new work elements costing a total of \$1,675,000. Each agency will provide the required 20% match for their respective studies for a total of \$335,000.

**Table 6. Local Matching Funds for Planning Studies**

Task #	Title	Responsible Agency	Federal Share (FHWA/FTA)	Local Share	Total Cost
2.4	Active Transportation Monitoring Data	DTS	\$160,000	\$40,000	\$200,000
3.15	Planning for Improved Resilience to Coastal Hazards through Green Infrastructure - Punalu'u	DLNR	\$200,000	\$50,000	\$250,000
3.16	Multi-Modal Mobility Hub Planning for O'ahu	DLNR	\$100,000	\$25,000	\$125,000
3.17	Alternative Deployment of AV Technology Scenarios Planning	HART	\$40,000	\$10,000	\$50,000
3.18	Dillingham Corridor Mobility Data Planning Study	HART	\$80,000	\$20,000	\$100,000
3.19	Multi-Modal Transit Asset Management Plan - Phase 2	DTS	\$760,000	\$190,000	\$950,000

Total Local Matching Funds for Planning Studies

\$335,000

<sup>5</sup> The Finance Supplemental Agreement is available here: [https://www.oahumpo.org/?wpfb\\_dl=1839](https://www.oahumpo.org/?wpfb_dl=1839)

## Task 1: MPO Management & Program Administration

### Purpose

To accomplish, on a continuing basis, the plans and programs necessary to administer Federal transportation planning grants and maintain the continuing, cooperative and comprehensive (3-C) planning process in and for the Oahu Transportation Management Area.

The OahuMPO is responsible for all of Task 1 and the work elements are on-going from July 1, 2020 through June 30, 2021.

### Ongoing Work Elements

#### 1.1 Program Administration & Management

- Preparation for and attendance at properly noticed Policy Board, Technical Advisory Committee, and Citizen Advisory Committee meetings;
- Professional development of OahuMPO staff and Policy Board members in the form of conferences, training sessions, and webinars, as well as membership in applicable professional associations;
- Provision of education and orientation sessions for the Policy Board, Technical Advisory Committee and Citizen Advisory Committee per their respective bylaws;
- Maintenance of staff timesheets;
- Maintenance of individual computers and the OahuMPO computer network;
- OahuMPO overhead/indirect costs;
- Participation in other regional and statewide planning activities and with organizations that impact the regional multimodal transportation system;
- Planning and funding of National Highway Institute Courses on Oahu for local and state agencies as recommended in the 2018 Federal Certification Review;
- Management of the Disadvantaged Business Enterprise (DBE) program to give minority-owned, women-owned, and other DBEs an opportunity to compete for Federally-assisted planning projects; and
- Maintenance of agreements with partner agencies: Comprehensive Agreement, Finance Supplemental Agreement, Administrative Supplemental Agreement, and Data Sharing Agreement.

#### 1.2 OWP Development & Management

- Development of an annual OWP that refers to the planning priorities and associated regionally significant projects for the OahuMPO and its member agencies
- On-going effort to respond to OWP applicable action items from the 2018 Federal Certification Review.
- Development of an Annual Report to the Federal Highway Administration, the Federal Transit Administration and the Hawaii State Legislature twenty days prior to the start of the regular session;<sup>6</sup>
- Revisions and administrative modifications of the OWP as needed; and
- Maintenance of OWP Process & Procedures document.

#### 1.3 Subrecipient Monitoring & Support

- Monitoring of subrecipients of planning grant funds consistent with 2 Code of Federal Regulations (CFR) 200;
- Ensuring that OahuMPO meets its Federal requirements as a pass-through entity; and

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<sup>6</sup> As required by the Administrative Supplemental Agreement, available here: [https://www.oahumpo.org/?wpfb\\_dl=1614](https://www.oahumpo.org/?wpfb_dl=1614)

- Monitoring and documentation of the progress of planning studies and active work elements from previous years.

#### 1.4 Single Audit

- This work element ensures that the financial operations of the OahuMPO and its sub-grantees comply with applicable Federal laws and regulations pursuant to the Single Audit Act Amendments of 1996, as amended.
- In FY21 OahuMPO will implement an accounting system per the auditor's recommendation to streamline and ensure the accuracy of payment processing, report generation and record keeping.

#### 1.5 Public Participation

- In accordance with OahuMPO's *Public Participation Plan*, OahuMPO provides individuals, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process
- This work element Includes OahuMPO staff time to develop, maintain, and update, in consultation with interested parties, the Public Participation Plan to describe explicit procedures, strategies, and desired outcomes for public participation.

### Budget Summary – Task 1

Task	Title	Agency	OWP FY2020 Activity		Funding Request for OWP FY2021		
			FY20 Expended/ Encumbered	Balance as of 12/31/19	FHWA-PL	Local Match	Total
1.1	Program Administration & Management	OahuMPO	\$350,455	\$460,545	\$388,115	\$176,370	\$881,849
1.2	OWP Development & Management	OahuMPO	\$19,576	\$57,035	\$65,600	\$16,400	\$82,000
1.3	Subrecipient Monitoring & Support	OahuMPO	\$3,906	\$30,000	\$8,400	\$2,100	\$25,050
1.4	Single Audit - Staff	OahuMPO	\$9,447	\$20,553	\$34,342	\$8,585	\$42,927
1.4a	Single Audit - Consultant	OahuMPO	\$12,000	\$88,000	\$36,000	\$9,000	\$45,000
1.5	Public Participation	OahuMPO	\$6,740	\$32,510	\$8,800	\$2,200	\$33,769
<b>TASK 1 TOTALS</b>					<b>\$541,257</b>	<b>\$214,655</b>	<b>\$1,110,595</b>

## Task 2: Data Development & Maintenance

### Purpose

To create, update, and maintain spatial information, demographic data, and analyses to support planning efforts.

### Ongoing Work Elements

#### 2.1 2019 Transit Rider Survey Project (203.09-18)

The 2019 Transit Rider Survey Project will identify travel patterns and socio-economic profiles of transit riders to document the baseline conditions prior to the opening of the rail system. In addition, the survey results will be used to update and further calibrate the OahuMPO regional travel demand forecasting model (TDFM).

Consultant scope of work and identification of procurement method have been delayed due to investigation of alternative, more efficient survey methodologies and data methods---such as the use of mobile phone data or other information.

Responsible agency: DTS  
Project schedule: July 2018 – June 2022

#### 2.2 Computer Model Operations and Support (301.15)

This Work Element supports the metropolitan transportation planning process and the federally required Congestion Management Process through the ongoing use of computer modeling. The following types of computer models are included under this task: Travel Demand Forecasting Model (TDFM); Land use modeling; transit operations modeling; GIS-based analytical tools.

##### TDFM Data Purchase

The last Oahu household travel survey was conducted in 2012. The data was used to develop the TDFM, which forecasts the traffic impacts of various land use changes. Since the household survey was conducted, there have been important changes on Oahu that have likely impacted travel behavior.

Given the federal requirement to base updates to the metropolitan transportation plan on current data<sup>7</sup>, OahuMPO plans to purchase new household travel survey data in 2022 and is obligating funds in two cycles of the OWP.

Responsible agency: OahuMPO  
Project schedule: July 2020 – June 2023

#### 2.3 Title VI/Environmental Justice Monitoring

This work element updates OahuMPO's Title VI and Environmental Justice (T6/EJ) populations with the race, ethnicity, income, and limited-English-proficiency data from the 2010 Census and other available resources. Using the GIS based analytical tool, OahuMPO will evaluate the current ORTP and TIP projects using the updated performance measures and document the analysis.

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<sup>7</sup> Per 23 CFR 450.324, updates to metropolitan transportation plans should be based on the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity.



## **2.4 Active Transportation Monitoring Data**

This project will collect and manage active transportation data, which are first steps toward establishing an Island Wide Active Transportation Monitoring Program. This project will allow for the monitoring of regional trends in bicycle and pedestrian travel patterns.

The data produced by this project will be shared with regional stakeholders and can be used in the calibration and validation of the TDFM, and in the prioritization of funding for bicycle and pedestrian improvement projects.

Responsible agency: DTS  
Project schedule: July 2020 – June 2024

## **2.5 Work Where You Live**

This project will assess the telework experience of Oahu-based State of Hawaii employees and City & County of Honolulu employees during the Stay-at-Home/Work-from-Home period of the COVID-19 pandemic with the intent of formulating and promoting updated telework policies that provide State and City employees with greater flexibility and options for working from home.

Telework or telecommuting has the benefits of reducing commute time and vehicle miles traveled, reducing traffic congestion, reducing office space needs, and improving the quality of life, especially for employees faced with long commutes. It could also provide an incentive for the recruitment and retention of State and City employees. Project benefits further include a reduction of carbon footprint and greenhouse gas emissions in support of the State's energy efficiency and State and City climate adaptation, resiliency, and sustainability goals.

### **Project Justification**

The project involves a viable transportation demand management strategy as provided by 23 CFR Subpart C §450.322 Congestion management process in transportation management areas. With expanded use of a more widely-accepted telework program, eligible State and City employees are expected to commute less frequently and during off-peak hours, reducing roadway congestion and vehicle miles traveled.

The State and City's telework policies were developed 5 to 10 years ago and need to be updated in consideration of enhanced digital capabilities and the extensive recent telework experience from the Stay-at-Home/Work-from-Home order from March through September 2020.

### **Work Products**

- Survey of State and City employees and managers on Oahu – methodology, questionnaire and analysis of survey results
- Documentation of research and review of best practices in telecommuting and telework from other governmental jurisdictions.
- Presentation of study findings and preliminary recommendations.
- Report of study findings and recommendations.
- Draft telework policies (City and State)
- Training materials.

### **Responsible agency:**

- The Department of Transportation Services in coordination with
  - State Office of Planning
  - State Department of Human Resources Development

**Project schedule:** February 10, 2021 – June 30, 2023

## Budget Summary – Task 2

BUDGET SUMMARY - TASK 2			OWP FY2020 Activity		Funding Request for OWP FY2021		
Task	Title	Agency	FY20 Expended/ Encumbered	Balance as of 12/31/19	FHWA-PL	Local Match	Total
2.1	2019 Transit Rider Survey Project	DTS	\$0	\$1,400,000	<b>PROGRAMMED IN OWP FY 2018</b>		
2.2	Computer Model Operations and Support - Staff time	OahuMPO	\$20,000	\$10,000	\$28,800	\$7,200	\$36,000
2.2 a	Computer Model Operations and Support - Consultant	OahuMPO	\$200,000	\$0	\$160,000	\$40,000	\$200,000
2.2 b	Computer Model Operations and Support - TDFM Data Purchase	OahuMPO	N/A	N/A	\$40,000	\$10,000	\$50,000
2.3	Title VI/EJ Monitoring	OahuMPO	\$5,474	\$6,526	\$6,210	\$1,553	\$7,763
2.4	Active Transportation Monitoring Data	DTS	N/A	N/A	\$160,000	\$40,000	\$200,000
2.5	Work Where You Live	DTS/OP	N/A	N/A	\$80,000	\$20,000	\$100,000
<b>TASK 2 TOTALS</b>					<b>\$475,010</b>	<b>\$118,753</b>	<b>\$593,763</b>

## Task 3: Short Range Planning

### Purpose

To perform the required short-range transportation planning activities which will assist in the development of long-range plans and on-going projects.

### Ongoing Work Elements

#### 3.1 Transportation Improvement Program (301.17)

The Transportation Improvement Program (TIP) is a four-year program for short-term, ready-to-go, and federally funded surface transportation projects. The TIP is revised on a bi-annual schedule in coordination with the State of Hawaii Department of Transportation, City and County of Honolulu Department of Transportation Services, and the Honolulu Authority of Rapid Transportation; with potential for numerous Pre-Approved revisions to be completed outside of the two customary annual revision cycles.

Within the predetermined schedule, a call for project revisions is issued to partner agencies in April and then in September and the cycle culminates roughly three months later. There are three types of TIP revisions:

- Pre-Approved administrative modifications are rapid and simple changes to projects that do not need either public or intergovernmental consideration and do not need committee endorsement or approval;
- Expediated administrative modifications require TAC endorsement and Policy Board approval but do not need to consider public, intergovernmental, or CAC consideration;
- Amendments are major changes to projects that must elicit public comments and intergovernmental review as well as be endorsed by TAC, and then finally approved by the Policy board.

The original FFYs 2019-2022 TIP was approved by the Policy Board on July 27, 2018 and the Governor's designee on August 7, 2018.

Responsible agency: OahuMPO  
Project schedule: On-going

#### 3.2 Transportation Alternatives Program Coordination (301.18)

OahuMPO is responsible for the funding allocated to Oahu under the Transportation Alternatives Program. This includes the TAP-U program under MAP-21 (Moving Ahead for Progress in the Twenty-First Century) and the STBG TA set aside under the FAST Act. TAP-U funding is generally available for implementing projects that support bicycling and pedestrian modes of transportation. OahuMPO staff will solicit, evaluate, and award TAP-U funding; monitor project implementation; and coordinate with grantees, DTS, and HDOT to ensure timely implementation of projects and use of TAP-U funds.

Responsible agency: OahuMPO  
Project schedule: On-going

## **Work Elements Funded in Prior OWPs**

### **3.3 Farrington Highway Makaha Beach Park Realignment Feasibility Study (202.14)**

This study will examine the social, environmental, technical, and economic impacts, costs, and benefits of realignment alternatives of Farrington Highway mauka of Makaha Beach Park. The study will make a recommendation as to the feasibility of realigning the roadway based on a technical evaluation.

Responsible agency: OahuMPO  
Project schedule: July 2014 – June 2022

### **3.4 Energy Conservation & Emissions Reduction Plan (203.18)**

This study will provide an energy conservation and emissions reduction plan for city transportation systems which shall include methods to meet city and state commitments to reduce greenhouse gas emissions and transition to sources of clean energy. An interdepartmental working group will be established to: 1) ensure departmental consistency regarding GHG reduction and clean energy goals, 2) develop a preliminary recommended framework for analyzing transportation projects and improvements with energy implications, and 3) develop a number of specific energy conservation strategies to reduce transportation-related emissions.

Responsible Agency: City and County of Honolulu Office of Climate Change, Sustainability and Resiliency  
Project schedule: July 2018 – June 2022

### **3.5 Oahu Mass Transit Joint Feasibility Study (203.06-18)**

The Oahu Mass Transit Joint Operations Feasibility Study ("the study") shall examine various operational alternatives for bus – rail mass transit operations on Oahu, including but not limited to joint operations, independent operations and/or hybrid operations. The study shall examine Oahu's existing bus mass transit system as a baseline, Honolulu's rail mass transit project, including but not limited to projected rail operations, and other bus – rail systems and operations in peer municipalities and cities nationally and world-wide.

Responsible agency: DTS  
Project schedule: July 2018-June 2022

### **3.6 Waikiki Loading Zone Management Study (203.11-19)**

The Waikiki Loading Zone Management Study will conduct site specific transportation assessments using methodologies contained in recent reports performed for private sector sponsors to identify, analyze, evaluate and resolve severe commercial vehicle loading conflicts within Waikiki. Those examples include the "*Royal Hawaiian Avenue Commercial Vehicle Operator Transportation Assessment*" and the "*Transportation Assessment of Commercial Vehicle Operations Along Ala Moana Boulevard in Waikiki*".

Responsible Agency: DTS  
Project schedule: July 2018 – June 2022

### **3.7 Ala Moana Transit Plaza Alternatives Analysis (203.14-19)**

This study will develop preliminary planning and design alternatives for a new transportation facility that will facilitate transfers between bus and rail transit modes for public transit system passengers. It is envisioned as a multi-modal transit plaza with support facilities for bike-share operations and bus transit vehicles, including short-term parking, layovers, and electric charging stations. The study

will assess options for incorporating commercial and residential uses as part of an integrated development.

Responsible Agency: DTS  
Project schedule: July 2018 – June 2022

### **3.8 Multi-Modal Transit Asset Management Plan – Phase 1 (203.12-19)**

This project will continue the development of a Transit Asset Management (TAM) Plan for the City and County of Honolulu that addresses State of Good Repair policies for maintaining a multi-modal transit system and incorporates targets, strategies and an evaluation plan for integrated bus and rail transit facilities.

Responsible agency: DTS  
Project schedule: July 2018 – June 2022

### **3.9 Kapolei Maintenance Facility & Transit Center Alternatives Analysis (203.17-19)**

The focus of this project is the development of a new support facility for the public transit system, including new administration, maintenance and parking facilities to serve as the West Oahu base for the bus transit fleet. The alternatives analysis will assess options for incorporating commercial and residential uses as part of an integrated development.

Responsible agency: DTS  
Project schedule: July 2018 – June 2022

### **3.10 Royal Kunia Public Transit and Day Care Facility Master Plan (203.13-19)**

This study will develop preliminary planning and design alternatives for the redevelopment of the existing Royal Kunia park-and-ride facility and transit center as a mixed-use facility including a light duty maintenance facility for the City and County of Honolulu's paratransit (TheHandi-Van) vehicles, public transit park-and-ride and transit center, and a multi-generational day care facility.

Responsible agency: DTS  
Project schedule: July 2018 – June 2022

### **3.11 PM Peak Period Tow Away Zone Modifications (203.03-18)**

The objective of this project is to analyze the effectiveness of current PM peak tow restrictions on urban arterial streets in the City & County of Honolulu and to determine what, if any, modifications to existing tow away times would improve overall traffic conditions.

Responsible agency: DTS  
Project schedule: July 2015 – June 2022

### **3.12 Review and Update of Planned Rights of Way for Existing Streets (203.07-18)**

This study will review the City's existing policies regarding widening and improvement of existing streets island wide, consistent with recommendations from the Primary Urban Center Development Plan and the ongoing Complete Streets Implementation Study.

Responsible agency: DTS  
Project schedule: July 2016 – June 2021

### **3.13 Transportation Demand Management Plan (203.17-20)**

The primary objective is to develop a Transportation Demand Management (TDM) Plan for the City and County of Honolulu that will develop targets, strategies, and evaluation measures to reduce vehicle miles traveled (VMT) and reduce single-occupancy vehicle (SOV) mode share.

The City and County of Honolulu TDM Plan will reduce and mitigate VMT in line with the City 2018 Climate Change directive. The consultant will be responsible for developing island-wide residential and employer mode share targets and strategies. These targets will be consistent with legislated State targets and draw from best practices research. Recommendations for legislative changes and enabling policies will also be provided by the consultant. The consultant shall develop a TDM program website, in addition to providing marketing support and educational materials that will be easily accessible online. Community outreach and engagement with key stakeholders in the form of a working group will be managed by the consultant. The consultant will also develop an online TDM monitoring and web map reporting system for the City website.

Responsible agency: DTS  
Project schedule: July 2019- June 2023

### **3.14 Vision Zero Action Plan (203.19-20)**

The primary objective is to develop a Vision Zero Action Plan within the existing City and County of Honolulu Complete Streets Program that will identify high crash locations, establish and prioritize Vision Zero projects, develop educational materials, and evaluate safety improvements.

The City and County of Honolulu is committed to ending traffic violence on Oahu. The Vision Zero Action Plan will eliminate traffic deaths and serious injuries on our streets by 2035. The City will identify Oahu's high crash network (HCN) streets and intersections in Title VI/EJ areas, which will be prioritized for safety investments. The HCN and safety statistics will be presented to the public online through interactive maps on a new Vision Zero website page that will be linked to the City's existing Complete Streets website. The Plan will develop educational, pledge and safety materials that will enhance the action plan messaging of safety, health and equitable mobility for all, including speed awareness. Legislative recommendations will be made with respect to fixed speed safety and red-light cameras. Design recommendations, including intersection visibility design guidelines, will be produced and applied to the HCN locations. Safety projects will be prioritized, tested and evaluated for their potential for future capital improvement projects. A public-facing dashboard will be developed that outlines Vision Zero Actions and performance measures. Key action areas include street design, impairment, speed, dangerous behaviors, and education and accountability. Deliverables will be reviewed by a technical advisory group and presented at community pop-ups and/or meetings.

Responsible agency: DTS  
Project schedule: July 2019- June 2023

### **3.15 New Mobility Plan (204.01-20)**

The primary objective of this study is to develop a New Mobility Plan for the City and County of Honolulu that will provide policies, principles, strategies and specifications to assist in the regulation of disruptive and emerging technologies in the new mobility marketplace.

The City will define and inventory existing mobility services and technologies, and typologize and evaluate them in their approach to mobility on Oahu. The City will be responsible for developing guiding principles and policies for new emerging mobility, based off of best practices and provide legislative and/or administrative rule recommendations. The City will conduct a new mobility attitudes survey, addressing public opinion regarding new mobility, including public opinion for new mobility zones. City will hold meetings with key stakeholders, including new mobility providers, to better understand mobility technologies and current gaps in knowledge. The City will provide plan-level circulation element and specifications focusing on fleet parking dock zones and

wayfinding in order to address new mobility first-last mile connections around rail station areas. The City will develop specifications for permitting new mobility including but not limited to equity and inclusion. The main deliverables are to be made available along with educational materials on a project website, appended to the City's existing Complete Streets page.

Responsible agency: DTS  
Project schedule: July 2019- June 2023

### **3.16 Autonomous Vehicle Planning Study (203.18-20)**

This study aims to develop techniques to simulate the long-term impacts of shared or autonomous vehicle (SAV) deployments and other new mobility technology within the regional Travel Demand Forecasting Model (TDFM). The model results will be used to assess the potential impacts of SAV and new mobility technologies on transit ridership and the overall transportation system. The modeling tools developed by this project will improve HART and the OahuMPO's ability to plan for both shared and privately-owned AV scenarios, and will also inform the development of 2050 Oahu Regional Transportation Plan update.

Responsible agency: HART  
Project schedule: July 2019- June 2023

## ***New Work Elements – Task 3***

### **3.17 Planning for Improved Resilience to Coastal Hazards through Green Infrastructure**

The State of Hawaii through the Department of Land and Natural Resources (DLNR) in coordination with the Hawai'i Climate Change Mitigation and Adaptation Commission, proposes a feasibility study of a green infrastructure project in the Punalu'u Beach Park area that will help to protect Kamehameha Highway from flooding and erosion, and improve resiliency with regard to rising sea levels and increasing coastal storms, both in frequency and intensity.

This study will assess project alternatives, while considering critical coastal and marine geotechnical and biological surveys, agency and community input, and produce a report that informs the next phase of the potential project.

Responsible agency: Department of Land and Natural Resources  
Project schedule: July 2020 – December 2022

### **3.18 Multi-Modal Mobility Hub Planning**

The study proposes to assess state parking facilities on O'ahu that will allow for multi-modal use. It proposes to identify and describe state parking facilities, including their utilization rates and evaluate various ways to make better use of these state assets in ways that encourage the use of alternative transportation and mobility options. This study and the resulting plan will help the State and City meet their clean transportation goals, while maximizing public benefit.

Responsible agency: Department of Land and Natural Resources  
Project schedule: July 2020 – June 2023

### **3.19 Alternative Deployment of Autonomous Vehicle Technology Scenarios Planning Study**

This study aims to model scenarios for autonomous vehicle technology deployment to understand their potential impacts on access to HRTF stations. The scenarios will be built from the regional Travel Demand Forecasting Model that is currently used to forecast rail ridership. These scenarios will capture a range of possible outcomes with respect to modal choice, access to rail stations,

road network performance, transit performance relative to different technology scenarios and different ownership scenarios (public vs. private ownership, shared vs. individual use).

Responsible agency: HART  
Project schedule: July 2020 – June 2023

### **3.20 Dillingham Corridor Mobility Data Planning Study**

This study aims to use mobile device data and a community "data Charrette" to study mobility patterns in the Dillingham corridor where the Honolulu Rail Transit Project will be doing intensive construction work over the next several years. The study will utilize cell phone data to highlight local mobility patterns. Data visualizations will be incorporated into community processes to further investigate the mobility needs and opportunities along the corridor.

Responsible agency: HART  
Project schedule: July 2020 – June 2024

### **3.21 Multi-Modal Transit Asset Management Plan – Phase 2**

The primary objective is to continue development and support implementation of a Transit Asset Management (TAM) Plan for the City and County of Honolulu that addresses State of Good Repair (SGR) policies for maintaining a multi-modal transit system and incorporates targets, strategies, and an evaluation plan for integrated bus and rail transit facilities.

The Multi-Modal TAM Plan - Phase 2 will build upon work slated to be completed under the FY2019 Overall Work Program (OWP) Work Element 203.12-19- Multi-Modal Transit Asset Management Plan.

The selected consultant will conduct an in-depth assessment of the City's current asset management capabilities and TAM environment, including current resources available and systems in place to manage the City's transit-related capital assets. The consultant will work with the City to first define TAM goals and objectives and then conduct a gap analysis in order to identify key areas for improvement and the steps needed to achieve the defined goals and objectives. The consultant will also continue to update the City's asset inventory and condition assessments, which the consultant will use as a basis for developing a capital needs forecast. In addition, the consultant will develop a performance measurement framework to allow the City to more easily track and communicate progress in relation to key performance criteria and toward achieving its TAM goals and objectives. Consultant services will also include assessing the City's needs and identifying recommendations regarding development and implementation of an Enterprise Asset Management (EAM) system, including functional and technical requirements and desired outcomes for any software solution. Lastly, the consultant would work closely with the City to develop an update to the City's TAM Plan in accordance with FT A requirements.

Responsible agency: DTS  
Project schedule: July 2020 – June 2024

### **3.22 Congestion & Mobility Pricing Study**

The Congestion and Mobility Pricing Study will assess the technology and test site options for implementing a congestion pricing program in Honolulu. Through the study's technical assessment, stakeholder engagement process, and test site recommendations, the potential benefits and impacts of a congestion pricing program will be calculated and documented.



This study will examine the benefits and impacts of using congestion pricing to manage congestion and improve mobility, transportation equity and access, and environmental benefits in Honolulu. Honolulu's land use pattern is highly compact, and the potential for adding roadway capacity is extremely limited by geography and existing development. However, that geography makes decongestion zones feasible where limited roadway entrances and exits exist into candidate highly congested areas. While one likely pilot area might be Waikiki, the study will analyze the potential to implement a decongestion zone in all congested areas of Oahu including major peak period traffic corridors, peak event traffic conflicting time periods, Northshore area congestion caused by tourism activity and other urban area localized vehicle traffic problem areas.

The study will include a stakeholder engagement strategy, best practices research of active congestion pricing programs, and an initial analysis of baseline transportation challenges that a pricing strategy can help improve.

A main feature of the study will be developing a Proof of Concept (POC) program that matches technologies with test sites and pricing strategies. The technology options will include two groups: 1) proven technology applications and 2) prospective technology applications. The proven technology applications involve two types. One type is RFID and the other is LPR based. The study will demonstrate how these proven technologies can be used in candidate Oahu test sites.

The second group of prospective technology applications may include roadside Bluetooth readers, smartphone-based mobile applications with varying levels of roadside technology required, connected vehicle technology and global navigation satellite systems.

After review of technology options, the study will identify and evaluate several potential test sites based upon the size and location of the area, what kind of technology to use, what kind of fees to consider (modal specific, time based, real time congestion based, cordon area, corridor length, curb access, parking related or others). These options will then be narrowed down to a few candidate test sites and pricing strategies for more detailed evaluation.

Those selected candidate test sites will be more fully developed (including what, where, when, who, and how to charge), and fully evaluated to quantify impacts, benefits, potential costs (for both initial installation and ongoing operations) and revenue generated. The report will include recommendations for multiple test sites with corresponding technology applications and a procurement strategy to support implementation.

### **Work Products/Outcomes**

- 1) Project Management Plan
- 2) Public and Partner Engagement Strategy
  - a) Project Steering Committee formation, support and presentations
  - b) Test Site Working Group(s) formation, support and presentations
- 3) Analysis of baseline transportation challenges, financial benefits and equity
- 4) Research case studies and best practices from active programs
- 5) Develop technology options for both proven and developing applications
- 6) Identify and evaluate potential test sites and pilot project approaches
  - a) Apply best practice technology options to alternative test sites
  - b) Consider area, zonal, corridor, curb access, loading, parking, or other fees
  - c) Identify options and conduct evaluation (consider legislative requirements, technical challenges, financial benefits, revenue forecasts, and revenue applications)
- 7) Develop test site options (what, where, when, who, and how to charge)
- 8) Conduct in-person, inter-active, ongoing stakeholder engagement
- 9) Prepare test site solicitation documentation and support as needed
- 10) Prepare draft and final report.

### **Responsible agencies:**

- City and County of Honolulu Department of Planning and Permitting in coordination with the
  - Department of Transportation Services
  - Department of Customer Services
  - Department of Budget and Fiscal Services.

**Project schedule:** To be determined upon obligation of the funds.

**Budget Summary – Task 3**

BUDGET SUMMARY - TASK 3			OWP FY2020 Activity		Funding Request for OWP FY2021		
Task	Title	Agency	FY20 Expended/ Encumbered	Balance as of 12/31/19	FHWA-PL	Local Match	Total
3.1	Transportation Improvement Program	OahuMPO	\$11,667	\$28,333	\$34,453	\$8,613	\$43,066
3.2	Transportation Alternatives Program Coordination	OahuMPO	\$142	\$6,858	\$12,000	\$3,000	\$15,000
3.3	Farrington Highway Makaha Beach Park Realignment Feasibility Study - Consultant	OahuMPO	\$383,998	\$1,002	<b>PROGRAMMED IN OWP FY 2015</b>		
3.3a	Farrington Highway Makaha Beach Park Realignment Feasibility Study - Staff Time	OahuMPO	\$47,423	\$14,869	<b>PROGRAMMED IN OWP FY 2015</b>		
3.40	PM Peak Period Tow Away Zone Modifications	DTS	\$80,000	\$197,500	<b>PROGRAMMED IN OWP FY 2018</b>		
3.5	Review and Update of Planned Rights of Way for Existing Streets	DTS	\$0	\$500,000	<b>PROGRAMMED IN OWP FY 2018</b>		
3.6	Oahu Mass Transit Joint Feasibility Study	DTS	\$0	\$302,400	<b>PROGRAMMED IN OWP FY 2018</b>		
3.7	Energy Conservation & Emissions Reduction Plan	OCCSR	\$0	\$500,000	<b>PROGRAMMED IN OWP FY 2019</b>		
3.8	Waikiki Loading Zone Management Study	DTS	\$0	\$235,000	<b>PROGRAMMED IN OWP FY 2019</b>		
3.9	Ala Moana Transit Plaza Alternatives Analysis	DTS	\$0	\$500,000	<b>PROGRAMMED IN OWP FY 2019</b>		
3.10	Multi-Modal Transit Asset Management Plan - Phase 1	DTS	\$0	\$250,000	<b>PROGRAMMED IN OWP FY 2019</b>		
3.11	Kapolei Maintenance Facility & Transit Center Alternatives Analysis	DTS	\$0	\$500,000	<b>PROGRAMMED IN OWP FY 2019</b>		
3.12	Royal Kunia Public Transit and Day Care Facility Master Plan	DTS	\$0	\$500,000	<b>PROGRAMMED IN OWP FY 2019</b>		
3.13	TDM Plan	DTS	\$0	\$535,000	<b>PROGRAMMED IN OWP FY 2020</b>		
3.14	Vision Zero Action Plan	DTS	\$0	\$2,000,000	<b>PROGRAMMED IN OWP FY 2020</b>		
3.15	New Mobility Plan	DTS	\$0	\$1,260,000	<b>PROGRAMMED IN OWP FY 2020</b>		
3.16	Autonomous Vehicle Planning Study	HART	\$0	\$50,000	<b>PROGRAMMED IN OWP FY 2020</b>		

Task	Title	Agency	FY20 Expenditure	Balance as of 12/31/19	FHWA-PL	Local Match	Total
3.17	Planning for Improved Resilience to Coastal Hazards through Green Infrastructure	DLNR	N/A	N/A	\$200,000	\$50,000	\$250,000
3.18	Multi-Modal Mobility Hub Planning for O'ahu	DLNR	N/A	N/A	\$100,000	\$25,000	\$125,000
3.19	Alternative Deployment of AV Technology Scenarios Planning	HART	N/A	N/A	\$40,000	\$10,000	\$50,000
3.2	Dillingham Corridor Mobility Data Planning Study	HART	N/A	N/A	\$80,000	\$20,000	\$100,000
3.21	Multi-Modal Transit Asset Management Plan - Phase 2	DTS	N/A	N/A	\$760,000	\$190,000	\$950,000
3.23	Congestion & Mobility Pricing Study	DPP	N/A	N/A	\$688,000	\$172,000	\$860,000
<b>TASK 3 TOTALS</b>					<b>\$1,914,453</b>	<b>\$478,613</b>	<b>\$2,393,066</b>

## Task 4: Long Range Planning

### Purpose

To develop, document, amend, and publish the Oahu Regional Transportation Plan (ORTP) to meet the needs of the metropolitan area for a 20-year horizon, in accordance with Federal, state, and local regulations. Task 4 also includes special studies with a longer than 10 year planning horizon.

### Ongoing Work Elements

#### 4.1 Oahu Regional Transportation Plan (301.16)

The ORTP is the federally required deliverable supported by this Work Element. It is a forecast and assessment of anticipated project and programs that may be developed during the next 20 years. The plan assists in educating decision-makers about the options that are available to improve the transportation system and how they address mobility needs and ensure that programming is based on a full understanding of a policy framework, the role of data, and technical analyses.<sup>8</sup> An update to the ORTP is required every five years, with the next one due by April 2021.

Included in the ORTP is Transportation Revenue Forecasting & Alternative Revenue Exploration. This task forecasts the “reasonably expected” future revenues for transportation for the State and the City from existing sources, under existing policies. It estimates the average impact to households of existing policies, identifies and evaluates various potential alternative transportation funding sources.

Responsible agency: OahuMPO  
Project schedule: On-going

#### 4.2 Congestion Management Process Update (201.05)

The Congestion Management Process (CMP) provides for safe and effective integrated management and operation of the multimodal transportation system. Per the 2018 Federal Certification Review, the revised CMP will include procedures to implement CMP outcomes and will be taken into consideration during project selection for the ORTP and TIP. The CMP will also include performance measures that demonstrate the effectiveness of congestion reduction strategies.

Responsible Agency: OahuMPO  
Project schedule: On-going

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<sup>8</sup> See NCHRP Report 591, *Factors that support the Planning-Programming Linkage*, (Transportation Research Board), Table 6 on page 27 and section 5.2.4(14) on page 60.

**Budget Summary – Task 4**

			OWP FY2020 Activity		Funding Request for OWP FY2021		
Task	Title	Agency	FY20 Expended/ Encumbered	Balance as of 12/31/19	FHWA-PL	Local Match	Total
4.1	Oahu Regional Transportation Plan - Staff Time	OahuMPO	\$32,988	\$82,012	\$113,600	\$28,400	\$142,000
4.1a	ORTP - Consultant (Jacobs)	OahuMPO	\$300,000	\$95,000	\$120,000	\$30,000	\$150,000
4.1b	ORTP - Consultant (DTL)	OahuMPO	\$61,845	\$38,155	\$44,000	\$11,000	\$55,000
4.2	Congestion Management Process Update	OahuMPO	\$0	\$10,000	\$52,461	\$13,115	\$65,576
<b>TASK 4 TOTALS</b>					<b>\$330,061</b>	<b>\$82,515</b>	<b>\$412,576</b>

## Summary of Funding & Programmed Expenditures

Table 1 summarizes programmed expenditures by task, with the breakdown of Federal and non-Federal funding sources.

**Table 1. OWP FY2021 Budget Summary by Task**

Task	Title	FHWA-PL	FTA 5305(d)	Non-Federal Match Subrecipient Studies/Projects	Non-Federal Match Member Dues	Total
1	MPO Management & Program Administration	\$541,257	\$317,364		\$214,655	\$1,110,595
2	Data Development & Maintenance	\$475,010		\$60,000	\$58,753	\$593,763
3	Short Range Planning	\$1,914,453		\$467,000	\$11,613	\$2,393,066
4	Long Range Planning	\$330,061			\$82,515	\$412,576
TOTAL		\$3,260,781	\$317,364	\$527,000	\$367,536	\$4,510,000

Table 2 shows the total anticipated funding sources and programmed expenditures for FY 2021 OWP. Expected funding sources includes the dues that OahuMPO participating agencies must contribute to leverage the Federal funds programmed in that year. OahuMPO's FY 2021 OWP totals ~\$3.7 million; funding is available for the entire program. The "Difference" shows that there is an available pool of unobligated funds from which OahuMPO can draw when additional local match is available.

**Table 2. Summary of Estimated FY 2021 Revenues and Programmed Expenditures (SUBJECT TO CHANGE)**

Description	FHWA-PL	FTA 5305(d)	Member Agency Dues	Subrecipient Match	Total
<b>FY2021 Expected Funding Sources</b>	\$1,638,079	\$317,364	\$375,000	\$527,000	\$2,857,443
<b>Estimated Unobligated Balance</b>	\$7,927,357	\$0	\$0	\$0	\$7,927,357
<b>Total Available Funding</b>	\$9,565,435	\$317,364	\$375,000	\$527,000	\$10,784,800
<b>Programmed Obligations</b>	\$3,290,636	\$317,364	\$375,000	\$527,000	\$4,510,000
<b>Difference</b>	\$6,274,800	\$0	\$0	\$0	\$6,274,800

## Appendix A: Abbreviations

<b>Abbreviation</b>	<b>Definition</b>
CAC	Citizen Advisory Committee (OahuMPO)
CFR	Code of Federal Regulations
DBE	Disadvantaged Business Enterprise
DBEDT	Department of Business, Economic Development, and Tourism (State)
DDC	Department of Design and Construction (City)
DFM	Department of Facilities Maintenance (City)
DOH	Department of Health (State)
DPP	Department of Planning and Permitting (City)
DTS	Department of Transportation Services (City)
FAA	Federal Aviation Administration
FAST Act	Fixing America's Surface Transportation Act
FFY	Federal Fiscal Year (October 1 <sup>st</sup> -September 30 <sup>th</sup> )
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	State of Hawaii Fiscal Year (July 1 <sup>st</sup> -June 30 <sup>th</sup> )
HART	Honolulu Authority for Rapid Transportation
HDOT	Department of Transportation (State)
ID	Identification Number
MAP-21	Moving Ahead for Progress in the Twenty-First Century
MARAD	Federal Maritime Administration
OahuMPO	Oahu Metropolitan Planning Organization
OPP	OahuMPO Participation Plan
OP	Office of Planning (State)
ORTP	Oahu Regional Transportation Plan
OWP	Overall Work Program
PL	Planning Funds (FHWA)
SB	Senate Bill
STBG TA	Surface Transportation Block Grant Transportation Alternatives
T6/EJ	Title VI and Environmental Justice
TAC	Technical Advisory Committee (OahuMPO)
TDFM	Travel Demand Forecasting Model
TDM	Transportation Demand Management
TIP	Transportation Improvement Program
US	United States
USDOT	United States Department of Transportation (Federal)
WE	Work Element
§	Section



## Appendix B: Candidate Project Evaluation and Selection

All candidate projects submitted for consideration were evaluated for possible funding through OahuMPO. OahuMPO received four candidate proposals from the Citizen Advisory Committee; and four proposals from OahuMPO member agencies.

The candidate projects are described below and presented in prioritized order along with a short discussion and evaluation. The evaluation tables list which FAST Act Planning Factor(s) and ORTP Goal(s) are addressed by the proposed study. Refer to page 39-40 in Appendix D for the full list of FAST Act Planning Factors and ORTP goals.

It is important to note that this prioritization process informs the selection process by OahuMPO and its member agencies but does not determine selection. OahuMPO and its member agencies must also consider availability of local match, agency/department workloads, annual funding constraints, duplication of on-going or previous studies, and other competing planning priorities.

**Priority One Candidate Studies** – *Studies that fulfill requirements under metropolitan transportation regulations set forth in 23 CFR 450 subpart C and 23 CR 420.*

None

**Priority Two Candidate Studies** – *Studies that are necessary to enable the OahuMPO and its participating agencies to support the metropolitan transportation planning process or fulfill other Federal, State, or City regulations applicable to this process.*

### Alternative Deployment of Autonomous Vehicle Technology Scenarios Planning Study

This study aims to model scenarios for autonomous vehicle technology deployment to understand their potential impacts on access to H RTP stations. The scenarios will be built from the regional Travel Demand Forecasting Model that is currently used to forecast rail ridership. These scenarios will capture a range of possible outcomes with respect to modal choice, access to rail stations, road network performance, transit performance relative to different technology scenarios and different ownership scenarios (public vs. private ownership, shared vs. individual use).

Evaluation:

	1	2	3	4	5	6	7	8	9	10
Federal Planning Factors Addressed	x			x		x	x			
ORTP 2040 Goals Addressed	x	x				x				

### Multi-Modal Transit Asset Management Plan – Phase 2

The primary objective of this work element is to continue development and support implementation of a Transit Asset Management (TAM) Plan for the City and County of Honolulu that addresses State of Good Repair (SGR) policies for maintaining a multi-modal transit system and incorporates targets, strategies, and an evaluation plan for integrated bus and rail transit facilities.

The Multi-Modal TAM Plan - Phase 2 will build upon work slated to be completed under the FY2019 Overall Work Program (OWP) Work Element 203.12-19- Multi-Modal Transit Asset Management Plan.

The Multi-Modal TAM Plan- Phase 2 will support the City's efforts to maintain its transit assets in a state of good repair and ensure compliance with Federal Transit Administration (FTA) TAM requirements for Tier 1 transit providers as outlined in the 2016 TAM Final Rule (49 CFR Parts 625 and 630)

	1	2	3	4	5	6	7	8	9	10
Federal Planning Factors Addressed							x	x	x	
ORTP 2040 Goals Addressed	x	x					x			

**Priority Three Candidate Studies** – Studies that support planning efforts for projects identified in the Oahu Regional Transportation Plan (ORTP).

**Dillingham Corridor Mobility Data Planning Study**

This study aims to use mobile device data and a community "data Charrette" to study mobility patterns in the Dillingham corridor where the Honolulu Rail Transit Project will be doing intensive construction work over the next several years. The study will utilize cell phone data to highlight local mobility patterns. Data visualizations will be incorporated into community processes to further investigate the mobility needs and opportunities along the corridor.

Evaluation:

	1	2	3	4	5	6	7	8	9	10
Federal Planning Factors Addressed				x						
ORTP 2040 Goals Addressed	x	x			x	x				

**Multi-Modal Mobility Hub Planning**

The study proposes to assess state parking facilities on O’ahu that will allow for multi-modal use. It proposes to identify and describe state parking facilities, including their utilization rates and evaluate various ways to make better use of these state assets in ways that encourage the use of alternative transportation and mobility options. This study and the resulting plan will help the State and City meet their clean transportation goals, while maximizing public benefit.

Evaluation:

	1	2	3	4	5	6	7	8	9	10
Federal Planning Factors Addressed				x	x	x	x			
ORTP 2040 Goals Addressed	x	x			x	x				

**Planning for Improved Resilience to Coastal Hazards through Green Infrastructure**

The State of Hawai’i through the Department of Land and Natural Resources (DLNR) in coordination with the Hawai’i Climate Change Mitigation and Adaptation Commission, proposes a feasibility study of a green infrastructure project in the Punalu’u Beach Park area that will help to protect Kamehameha Highway from flooding and erosion, and improve resiliency with regard to rising sea levels and increasing coastal storms, both in frequency and intensity.

This study will assess project alternatives, while considering critical coastal and marine geotechnical and biological surveys, agency and community input, and produce a report that informs the next phase of the potential project.

Evaluation:

	1	2	3	4	5	6	7	8	9	10
Federal Planning Factors Addressed			x		x			x	x	
ORTP 2040 Goals Addressed		x		x			x			

**Leeward Coast Transportation Study**

The goal of the LCTS is to assess the multi-modal transportation needs of the Leeward Coast stretching from East Kapolei to Ka'ena point. Given the large area, we are amenable to subareas being designated, however the scope should remain all-encompassing to provide the holistic overview required.

The study needs to examine future development, changing regional travel patterns, environmental conditions, impact of climate change on existing and future infrastructure and the need for new transportation infrastructure to keep pace with anticipated housing developments.

The results of the LCTS will support the participating agencies by identifying projects in the study area that help the district and the island-wide transportation system.

The Hawaii Department of Transportation provided the following comments:

Highways Division is underway with the Farrington Highway Corridor Study. This study will identify and prioritize safety, congestion and resiliency improvements along the entire Farrington Highway (Route 93) corridor. It is expected that most improvements would be identified within the Westside community areas from Nanakuli to Makaha. Discussions regarding second access and parallel access will be discussed in our reports; however, the focus will be on what can be done on, or to Farrington Highway itself. The Farrington Highway study should be finalized by the end of summer 2020.

We would like to encourage OahuMPO to review and consolidate the findings from the various evaluations and reports that have been done for Leeward Coast area, including efforts completed by the City and County of Honolulu, HDOT, developers and OahuMPO.

Evaluation:

	1	2	3	4	5	6	7	8	9	10
Federal Planning Factors Addressed			x	x			x	x	x	
ORTP 2040 Goals Addressed	x	x								

**North Shore Corridor Study**

The objectives of this study are to (1) identify problem areas that needs to be addressed to ensure that the corridor (Route 83) remains open, serviceable, and functionally interconnected, (2) identify potential projects to address resilience in transportation infrastructure and identify immediate and long-term risks that take into consideration economic development (tourism, agriculture, education, military), safety, congestion, proposed land uses in the future, and criticality, and (3) evaluate solutions that are specific to this corridor, including resilient corridor concepts that will protect and integrate the environmental needs that are unique to it.

The Hawaii Department of Transportation provided the following comments:

The HDOT Highways Division is undertaking efforts to evaluate the vulnerabilities of our State Highway System to sea level rise, coastal erosion and other impacts of climate change and extreme weather. These efforts will guide investment in our State Highway System as we work to address existing issues and increase the resiliency of our State Highway System. Developing a long-term strategic plan to address existing issues and increase the resiliency of our State Highway System will require collaboration with the planning agencies and coastal managers statewide.

This study is not being proposed for funding because a lead agency has not been identified. OahuMPO does not have the staffing capacity or the local matching funds to manage this study.

Evaluation:

	1	2	3	4	5	6	7	8	9	10
Federal Planning Factors Addressed		x	x	x	x	x	x		x	x
ORTP 2040 Goals Addressed	x	x		x	x	x	x			

**Cordon Area Congestion Pricing Study**

Cordon area congestion pricing involves charging a fee paid by users to enter an area, usually a city center, as part of a demand management strategy to relieve traffic congestion with that area. The Cordon Area Congestion Pricing Study aims to assess whether implementing a congestion pricing program in Honolulu makes sense. Through the study's technical feasibility assessment and a public input process, the potential benefits and impacts of a congestion charge will be explored, recommendations will be made, and a possible implementation plan will be laid out.

The Department of Transportation Services' response to this proposal was "DTS supports the intent of this proposed study. However, DTS does not currently have the staffing capacity to take responsibility for this study for the OWP FY2021. The City and County of Honolulu's Department of Planning and Permitting's Transit-Oriented Development Division has been designated as the lead for congestion pricing."

The Department of Planning and Permitting supports the CAC's recommendation to include the below study in the OWP FY21. OahuMPO plans to add this study to the OWP FY21 through an amendment.

This study is not being proposed for funding in the original draft of the OWP FY21 because a detailed scope, schedule and budget had not been submitted by a lead agency in time for consideration.

Evaluation:

	1	2	3	4	5	6	7	8	9	10
Federal Planning Factors Addressed	x			x			x			
ORTP 2040 Goals Addressed		x	x							

**Priority Four Candidate Studies:** *Studies that support planning efforts consistent with the direction set forth in master plans or other planning documents adopted by the OahuMPO, the State, and/or the City.*

None

**Priority Five Candidate Studies:** *Studies that support planning efforts to enable the State and the City to meet other needs that support Oahu's integrated, multimodal transportation system.*

None

**Proposed projects already addressed in ongoing projects** – *The following projects were not evaluated because they are duplicates of previous work or can be incorporated into ongoing planning efforts.*

None

**Proposed projects ineligible for funding** - *The following projects were not evaluated because they are not eligible for the type of funding programmed in the OWP.*

Non

## Appendix C: Public and Intergovernmental Review Comments and Dispositions

*The public and intergovernmental review period for the FY 2021 Overall Work Program began on March 6th, 2020 and concluded on April 17, 2020. The draft of the OWP FY2021 was e-mailed to fifty-four agencies and organizations for their review. No comments from the public were received. The below comments were received after the April 17<sup>th</sup> deadline.*

Section	Comment Provided by:	Summary of Comment	Response
Task 1.5 Page 15	OP	The Public Participation work element could be strengthened by identifying the vehicle(s) to be used, perhaps referencing the OahuMPO Public Participation Plan	These edits have been made to the Final Draft.
Task 2 Page 17	OP	Task 2 work element organization, generally - the importance of difference work elements might be underscored by ordering them (and perhaps identifying) from those that are foundational to OahuMPO programming/administration to those work elements that are more discretionary but complement or support program activities.	This feedback will be considered in the development of the OWP FY2022.
Task 3 Pages 19-24	OP	Task 3 work elements, generally - similar to the comment on Task 2, it would be helpful to provide some kind of framework that simplifies and highlights the regional planning program and program priorities that drive the selection of work elements, which are listed on pp 40-41 in the appendix. The WEs could then be organized by how they align with/support implementation/achievement of those regional planning priorities. It would also help if there was a description of the anticipated deliverables and status of deliverables for projects or phases of projects since there is considerable carryover of projects from year to year.	This feedback will be considered in the development of the OWP FY2022.
Appendix B Pages 31-34	OP	The discussion of project should include a statement as to why projects were not selected or considered for inclusion in the OWP. For example, the North Shore Corridor Study aligned the most with federal planning requirements and ORTP goals, yet is not proposed for funding in FY2021 , and the Cordon Area Congestion Pricing Study will be added to the FY21 OWP through an amendment. A succinct statement as to rationale for both would help.	These edits have been made to the Final Draft.

The public and intergovernmental review period for **Revision #1** of the FY 2021 Overall Work Program Revision #1 began on September 30, 2020 and concluded on October 23, 2020.

## Comment #1

### Hawaii Climate Change Mitigation & Adaptation Commission Anu Hittle, Coordinator

Thank you for allowing me, Coordinator of the Hawaii Climate Change Mitigation and Adaptation Commission, to provide comments on the *Work Where You Live* proposal. The Commission is co-chaired by DLNR and the Office of Planning. Reducing emissions from ground transportation is a priority for the Commission. In order to use funds wisely in a post-pandemic era, and make this information useful to as many parties as possible, I urge the project to consider incorporating regular updates to the Commission and its staff, and seek input and feedback from it on a regular basis. I also urge the proposers to form a “project advisory group” and incorporate early input from a larger community of subject matter experts to help shape the scope of work for the project, and provide resources and expert advice. Some of these experts would be valuable partners, as they work in the federal government and could provide resources for the study to consider in its design and recommendations.<sup>1</sup>

The main issue related to telework that I would urge the project to consider analyzing is that of emissions/VMT reduction, and related issues of equity.

The proposal states that project benefits include reduction of VMT and emissions. Unless telework is considered in concert with other active transportation strategies, and commute trip reduction strategies, it is not a given that telework reduces emissions and VMT. A pre-pandemic study done by the Victoria Transport Policy Institute showed that the results for emissions/VMT reduction are mixed.<sup>2</sup> During the pandemic, “COVID Transportation Trends: What You Need to Know About the New Normal” by Streetlight (2020), shows that VMT is trending back to pre-COVID levels for various reasons, including that essential (usually lower income) workers are just that—essential and must travel/commute.<sup>3</sup> In order for *Work Where You Live* to be a useful study for emissions/VMT reduction, inclusion of such context and associated metrics would be essential.

The Streetlight report is a useful study of what metrics to include, especially for essential workers. The equity component is evident in this report—and with that, I raise the issue of how will this project measure who benefits, and how much, from telework, and how to make these benefits equitable across the board, rather than have them accrue only to those with certain jobs, in order to help shape policy going into a post-pandemic recovery? This ties into, among other things, a commute trip reduction options package, such as one that has been implemented in Washington and City of Seattle.<sup>4</sup>

Lastly, the project timeline seems puzzlingly long -- four years after the pandemic. Perhaps the proposers might consider a shortened timeline, in order to update the State's telework policies in a more timely fashion.

<sup>1</sup> For example, 2018 United States Office of Personnel Management Status of Telework in the Federal Government Report to Congress

<sup>2</sup> *Using Telecommunications to Substitute for Physical Travel*. TDM Encyclopedia. Victoria Transport Policy Institute. (Sept 6 2019).

<sup>3</sup> Available here: <https://learn.streetlightdata.com/covid-transportation-trends>

<sup>4</sup> Commute Trip Reduction can address equity issues. See these resources on Washington and city of Seattle's programs:

- [Transportation Options program, City of Seattle](#).
- [Commute Trip Reduction statute, Washington](#):
- Commute Trip Reduction ordinance, Seattle:
- Non-Government partner with City of Seattle's Transportation Options program: <https://commuteseattle.com>
- <https://commuteseattle.com/flexwork/>

**Comment #1 Response**  
**Department of Transportation Services**  
**Jon Y Nouchi, Deputy Director**

The Work Where You Live project and OahuMPO OWP 203.17-20 Transportation Demand Management (TDM) Plan will be complimentary. In September 2020, Department of Transportation Services (DTS) started work on developing the City and County of Honolulu's first TDM Plan, a comprehensive plan aimed at identifying and prioritizing TDM measures, such as telework, and developing program and policy recommendations for implementing a comprehensive TDM program. The TDM Plan will place teleworking within the broader TDM framework and TDM goals and objectives, including to reduce vehicle miles traveled and improve transportation equity. The TDM Plan will seek direction from a steering committee.

In regards specifically to stakeholder involvement in the Work Where You Live project, DTS and State of Hawaii project partners the Office of Planning and Department of Human Resource and Development are happy to include additional stakeholders in review of the survey instrument and recommendations.

The Work Where You Live project is intended to study and support teleworking by the City and County of Honolulu and State of Hawaii. As you note, it's important to consider vehicle miles traveled and equity carefully to ensure any resulting teleworking programs advance these objectives. The Work Where You Live project will consider factors such as existing commute mode that will assist with assessing vehicle miles traveled and emissions benefits.

In terms of the project schedule, four years is the standard period of performance for Federal Highway Administration funded planning projects and includes all the contracting and closeout work, which starts before the actual planning work and extends beyond it. DTS intends to advance the project relatively quickly and plans to coordinate the work with OahuMPO OWP 203.09-18 Transit Rider Survey project.

**Comment #2**

**City and County of Honolulu Department of Planning & Permitting**  
**Kathy Sokugawa, Director**

In the planned survey of State and City employees, please ask what mode(s) of travel they used to commute to work before the work-from-home period, and the availability

and cost of parking at their workplace. This would help inform future parking and land use policy. In updating telework policies, we suggest that the Department of Transportation Services also coordinate with the City Department of Human Resources and possibly with applicable labor unions.

**Comment #2 Response**  
**Department of Transportation Services**  
**Jon Y Nouchi, Deputy Director**

We appreciate the comments regarding the City and County of Honolulu Department of Planning and Permitting's request for inclusion of questions on commute mode and availability of parking in the Work Where You Live project survey. We will include questions on these issues in the survey.



## Appendix D: Overview and Process

### OahuMPO Structure

The process of developing the annual OWP entails a closely coordinated effort among the OahuMPO and its participating agencies: The State Department of Transportation (HDOT), the City and County of Honolulu Department of Transportation Services (DTS), and the Honolulu Authority for Rapid Transportation (HART).

A diagram of the OahuMPO's organization is shown in Figure 1. The current *Comprehensive Agreement*<sup>9</sup> describing the specific roles and responsibilities of the OahuMPO and its participating agencies, was signed by the Governor, the City Council Chair (on behalf of the City as the transit operator), and the OahuMPO Policy Board Chair in 2015.

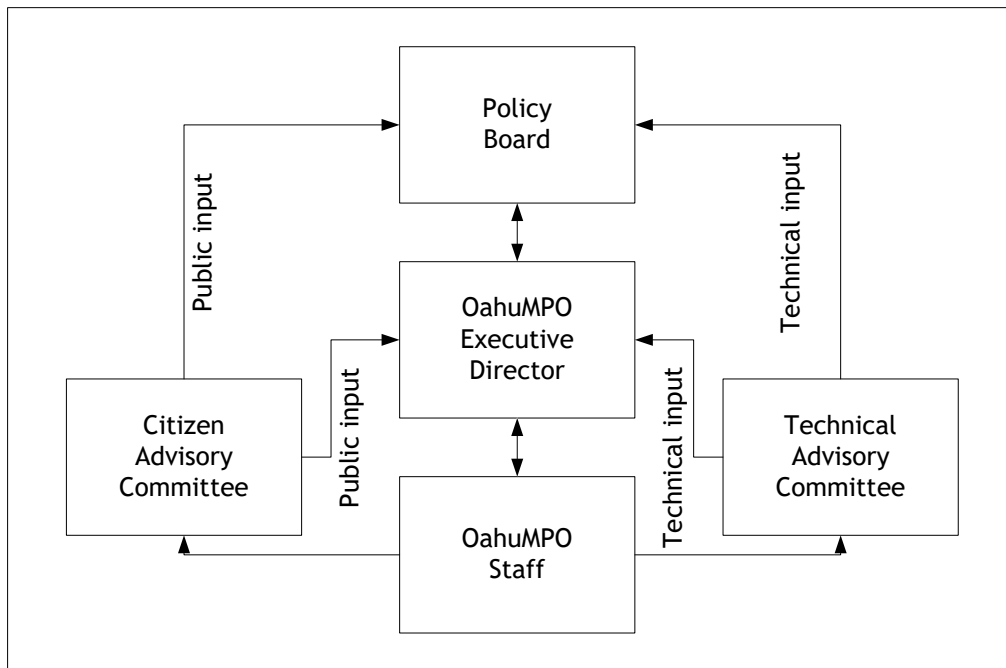


Figure 1. OahuMPO organizational components and information flow.

<sup>9</sup> [https://www.oahumpo.org/?wpfb\\_dl=1523](https://www.oahumpo.org/?wpfb_dl=1523)

## Oversight and Committees

As stated in Federal Regulations, the Policy Board (PB) is the MPO and, as such the decision-making body of the OahuMPO. The Technical Advisory Committee (TAC) provides technical input to both the PB and the OahuMPO Executive Director to carry out the continuing, cooperative, and comprehensive multimodal transportation planning process for OahuMPO. Table 1 shows voting and non-voting membership in the TAC and the PB.

**Table 1: TAC and PB Membership**

Policy Board	
Voting	Non-Voting
Two State Senators Two State Representatives Three City Councilmembers The HDOT Director The DTS Director The DPP Director The HART Director	FHWA Hawaii Division Office Administrator The Director of DOH The Director of State Office of Planning
Technical Advisory Committee	
Voting	Non-Voting
Two staff members from HDOT One staff member from DBEDT One staff member from OP Two staff members from DTS Two staff members from DPP Two staff members from HART	One representative from HTA One representative from FHWA One representative from FAA One representative from FTA One staff member from City DDC One staff member from City DFM

The **Citizen Advisory Committee (CAC)** is the primary vehicle for individuals to provide public input to the Policy Board and the OahuMPO Executive Director on Oahu's transportation planning needs and processes. At present, the CAC<sup>10</sup> consists of representatives from 47 community associations, neighborhood boards, professional associations, businesses, private transportation providers, a transportation management association, developers, and other interested parties. Activities of the CAC are organized based on the *OahuMPO Participation Plan (OPP)*,<sup>11</sup> which is compliant with the Federal requirements.<sup>12</sup>

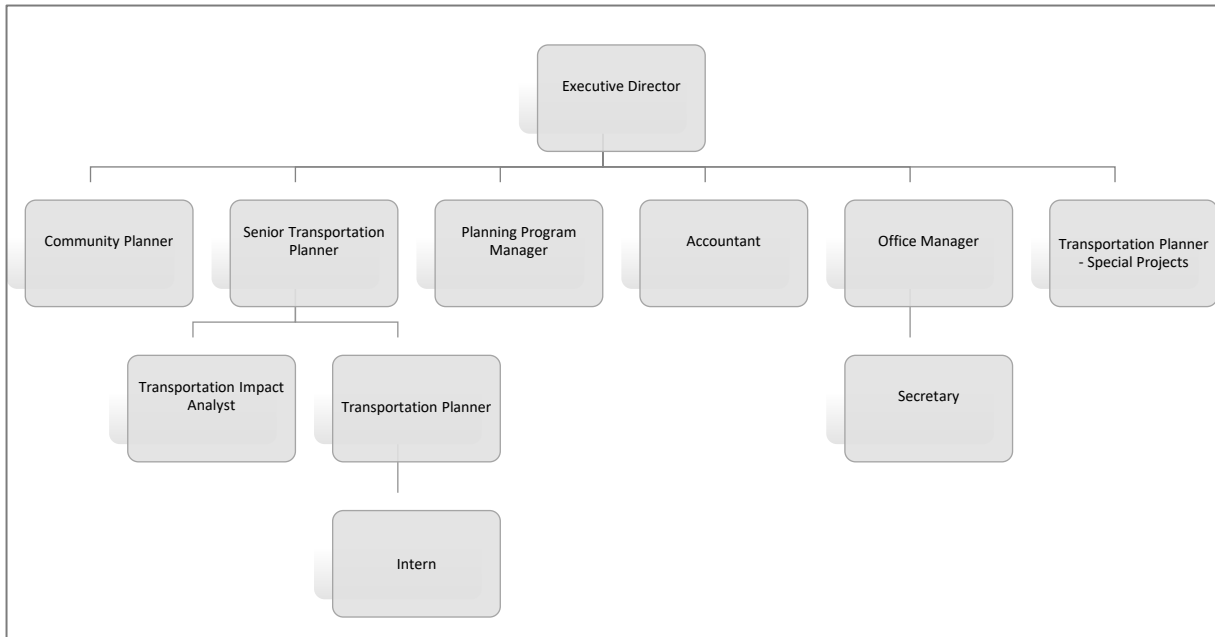
<sup>10</sup> See <http://www.oahumpo.org/about-mpo/committees/citizen-advisory-committee/>

<sup>11</sup> See [http://www.oahumpo.org/ParticipationPlan2015\\_0630](http://www.oahumpo.org/ParticipationPlan2015_0630)

<sup>12</sup> 23 CFR 450.316.

### OahuMPO Staff Structure and Pay Ranges

One of the biggest expenses for OahuMPO is staff. The Policy Board approves staff positions and pay ranges. Currently, OahuMPO has eight permanent full-time staff members, one part-time secretary, a full-time intern, and a full-time temporary Transportation Planner – Special Projects. Below is OahuMPO’s approved organization chart.



**Figure 2. Approved OahuMPO Staffing Structure**

Brief descriptions of job responsibilities and the approved pay ranges for each position are as follows:

- **Executive Director (\$80,000 - \$124,000):** responsible for the implementation of the metropolitan transportation planning process; prepares, updates, clarifies operational policies and procedures; hires OahuMPO staff and manages day-to-day operations; monitors Administrative Supplemental Agreement; oversees personnel and human resource matters; represents the Policy Board in meetings, and is the Policy Board coordinator.
- **Senior Transportation Planner (\$74,000-\$106,000):** responsible for the ORTP process as well as overseeing modeling work and products completed internally or by participating agencies or consultants; manages and completes various corridor and sub-area studies led by the OahuMPO; supervises and coordinates the work of the Transportation Planner and Transportation Impact Analyst.
- **Transportation Planner (\$60,000 – 89,520):** responsible for assisting the Senior Transportation Planner in the development and maintenance of the ORTP; manages the completion of various corridor and sub-area studies led by OahuMPO.
- **Transportation Impact Analyst (\$60,000 - \$89,520):** responsible for development and maintenance of the Transportation Improvement Program; maintains data bases and communicates with participating agencies regarding transportation data; monitors transportation system performance, collects data and analyses; monitors performance measures and targets and recommends updates as needed; maintains and implements the agency’s performance-based planning and programming process; maintains and implements the Transportation Alternatives Program, and performs the modeling function.
- **Planning Program Manager (\$65,000 - \$95,000):** responsible for the OWP process as well as preparing OahuMPO budgets; responsible for monitoring and assisting Federal grant subrecipients; serves on steering committees for participating agency projects; provides intergovernmental staff

interface to carry out the metropolitan transportation planning process; is the coordinator for the Technical Advisory Committee.

- **Community Planner (\$60,000 - \$89,520):** responsible for developing, maintaining, and implementing the Public Participation Plan; is the coordinator for the Citizen Advisory Committee; monitors Title VI & Environmental Justice issues and completes reports as needed; maintains website and social media resources; serves as OahuMPO's customer service representative to the public.
- **Accountant (\$55,000 - \$84,000):** responsible for all financial and accounting matters related to the OahuMPO, including general accounting functions and financial management/reporting; monitors and maintains the Finance Supplemental Agreement; also serves as procurement specialist for the agency, and maintains contract files.
- **Office Manager (\$55,000 - \$85,500):** responsible for overseeing day-to-day administrative functions of the OahuMPO office, including filing, copying, mailing, meeting coordination, posting meeting notices, preparing Policy Board meeting minutes, and completing the annual OIP, PIA, Form 7, and other operation related reports; assists the Executive Director in developing policies and procedures consistent with applicable State and Federal laws and regulations; acts as coordinator to personnel department; coordinates the Policy Board in conjunction with the Executive Director; responsible for the maintenance off office equipment leases; assists with the maintenance of the website; and supervises the Secretary.
- **Secretary (\$42,500-\$66,216):** responsible for assisting the Office Manager with routine typing, filing, meeting coordination, meeting material mailings, development of meeting minutes, answering phones, and other duties as needed.
- **Transportation and Community Planning Intern (\$20/hour - \$23/hour):** responsible for assisting the Transportation Planner with the preparation and development of the ORTP, as well as technical assistance with any corridor and sub-area studies led by OahuMPO. Also responsible for assisting the Community Planner in the coordination and execution of Citizen Advisory Committee meetings, and any of their associated committees and permitted interaction groups. In addition, the intern will also be responsible for assisting with community engagement for the ORTP and any other sub-area and corridor studies led by OahuMPO.
- **Transportation Planner – Special Projects (\$60,000 - \$89,520):** responsible for the development of a Strategic Plan and the coordination of revisions needed to the supplemental agreements between OahuMPO and partner agencies. Provides support to the Executive Director on technical requirements of the 3-C planning process and the follow-up of the federal certification review.

**Overall Work Program Development**

The development of the OWP begins with input from the CAC and the drafting of potential studies or work elements by the OahuMPO and its participating agencies. In addition to being used to develop and promote transportation programs and policies, and to provide guidance for capital improvement projects, these work elements may respond to requests made by the public, State Legislature, City Council, or a Federal agency.

**Table 2. Approximate OWP Development Timeline**

Aug – Sept	OahuMPO staff solicits early input regarding candidate work elements (WEs); and solicits lists of planning studies from other agencies for regional planning coordination.
Sept – Oct	OahuMPO staff provides the candidate WEs to the Policy Board members and participating agencies; issues a call for candidate WEs to the Policy Board members and participating agencies
Nov – Dec	OahuMPO staff receives progress reports from all previously obligated projects and evaluate; accounts for previously obligated WEs and deducts staff time or funding from available resources as warranted; prioritizes all first-time candidate work elements; develops a first-draft list of WE proposed for programming in the OWP; presents the first-draft list to the CAC, TAC, and the Policy Board for comments and feedback; <i>this is the last opportunity for new candidate work elements to be identified for evaluation and possible inclusion in the OWP</i>

Jan-Mar	OahuMPO staff considers the feedback and comments received on the first-draft list of WEs; develops the Public Review Draft of the OWP; and presents Public Review Draft to the TAC and CAC for review and comment prior to releasing it for public and intergovernmental review.
April	OahuMPO staff releases the Public-Review Draft OWP for 45 days of public and intergovernmental review and comment; notifies CAC, TAC, Policy Board, intergovernmental review list, and interested parties of the release of draft OWP; and posts Public Review Draft to the OahuMPO website and provides instructions for submitting comments.
April-May	OahuMPO staff considers comments received on the Public Review Draft; documents all comments received and their final disposition in the OWP; and develops Final Draft OWP.
May	OahuMPO staff presents Final Draft OWP to the TAC and CAC for recommendation to the Policy Board; and presents the Final Draft OWP to the Policy Board along with recommendations of the advisory committees.
June – Sept	OahuMPO staff submits Policy Board endorsed OWP to FHWA/FTA for approval; and sends invoices to participating agencies for annual dues (i.e., local match). HDOT staff: submits grant applications to appropriate Federal agencies Federal agencies: award grants

The OahuMPO coordinates the review of the draft work elements by staff members of the participating agencies, CAC, the public, TAC, and Federal agencies (USDOT: FTA, FHWA, FAA, Federal Maritime Administration (MARAD); Environmental Protection Agency; and Department of Housing and Urban Development), as well as an intergovernmental review. The OWP is then submitted to the Policy Board for its endorsement prior to its submittal for FHWA and FTA approval.

### **Planning Priorities**

The OahuMPO uses the following priorities to evaluate projects for funding through the OWP:

1. Projects that fulfill requirements under metropolitan transportation regulations set forth in 23 Code of Federal Regulations (CFR) 450 Subpart C and 23 CFR 420.
2. Projects which are necessary to enable the OahuMPO and its participating agencies to support the metropolitan transportation planning process or fulfill other Federal, State, or City regulations applicable to this process.
3. Projects that support planning efforts for projects identified in the Oahu Regional Transportation Plan (ORTP).
4. Projects that support planning efforts consistent with the direction set forth in master plans or other planning documents adopted by the OahuMPO, the State, and/or the City.
5. Projects that support planning efforts to enable the State and the City to meet other needs that support Oahu's integrated, multimodal transportation system.

### **Consideration of the FAST Act Planning Factors**

Federal regulations require that the metropolitan planning process consider projects and strategies that address ten planning factors below<sup>13</sup> which are part of the framework used to evaluate Oahu's transportation planning program.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security<sup>14</sup> of the transportation system for motorized and non-motorized users.

<sup>13</sup> 23 CFR 450.306(a) and (b).

<sup>14</sup> Congressional intent is that "security," in this context, means both infrastructure protection and emergency preparedness.

4. Increase accessibility and mobility of people and freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.
10. Enhance travel and tourism.

## **Vision and Goals of the Oahu Regional Transportation Plan 2040**

### **ORTP 2040 Vision**

*"In 2040, Oahu will be a place where we will have efficient, well-maintained, safe, secure, convenient, appropriate, and economical choices in getting from place to place. Our transportation system will move us and the goods we use in a manner that supports the island's high quality of life, natural beauty, economic vitality, and land use policies by supporting appropriate density development and avoiding urban sprawl. This system will promote energy conservation and economic sustainability as well as the protection of our ports of entry, preparation for emergency situations, and changes in global climate patterns."*

### **Goals**

1. **Transportation Facilities** - Provide an inclusive, multi-modal transport system whose connectedness provides efficient means for users desiring to move about this island by bicycle, freight carrier, pedestrian facility, road, transit service, and intermodal connectors
2. **Transportation Operations and Services** - Develop, operate, maintain, and improve Oahu's island wide transportation system to ensure the efficient, dependable, safe, secure, convenient, and economical movement of people and goods
3. **Freight Movement and Economic Vitality** - Improve the freight network for Oahu, interisland, and trans-Pacific movements, strengthen the ability of rural communities to access trade markets, and support Oahu's economic development
4. **Natural Environment** - Develop, operate, maintain, and improve Oahu's transportation system in a manner that sustains environmental quality
5. **Human Environment and Quality of Life** - Develop, operate, maintain, and improve Oahu's transportation system in a manner that supports community-wide values related to health, safety, culture, and civil rights
6. **Land Use and Transportation Integration** - Develop, operate, maintain, and improve Oahu's transportation system in a manner that integrates effective land use and transportation with established sources of funding in a fair and equitable manner
7. **Infrastructure Condition** - Improve and maintain Oahu's transportation system in a state of good repair
8. **Reduce Project Delivery Delay** - Reduce project costs, promote jobs and the economy, eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices