



Memorandum

To: Technical Advisory Committee Members

From: Mark Garrity, Executive Director

Date: February 11, 2022

Executive Director's Report

Accomplishments and Progress

The draft Public Participation Plan (PPP) public and intergovernmental review closed on January 14, 2022. All comments received have been addressed and can be viewed at: [Public Participation Plan - Comments.xlsx](#). A presentation to the Committees and the Policy Board is scheduled for the first quarter of 2022. The updated document may be viewed at: https://www.oahumpo.org/?wpfb_dl=2528

OahuMPO released Revision #2 of the FY2022 Overall Work Program (OWP) for public and intergovernmental review on January 19, 2022. The deadline for comments is February 11, 2022. The draft of the FY2022 OWP Revision #2 may be viewed at: https://www.oahumpo.org/?wpfb_dl=2558

The first revision to the recently approved 2022-2025 TIP has been completed by OahuMPO staff in coordination with the staff of member agencies.

Revision #1 is a Pre-approved Administrative Modification, comprised of minor preapproved changes to existing projects such as funding deferrals and advancements and inflation revaluations. Revision #1 has been incorporated into the Statewide TIP and the Oahu portion may be viewed at: https://www.oahumpo.org/?wpfb_dl=2550

The TIP Revision #3 includes more significant changes classified as Amendments. The draft Revision #3 was available for public and intergovernmental review during January 12- 28, 2022, and will be presented along with Revision #2, which includes Expedited Administrative Modifications, to the Policy Board in February for their approval.

OahuMPO's Quarterly Review report for the second quarter of FY 2022 (October – December 2021) is attached to this report.

OahuMPO has hired Lily Zheng to fill the Transportation Intern position. Her employment began on February 1, 2022.

Policy Board (PB)

The Policy Board met on January 25, 2021 and elected Councilmember Radiant Cordero as their new Chair and Representative Henry Aquino as their new Vice Chair. They received presentations on the 2018-2022 Highway Safety Targets and the Infrastructure Investment and Jobs Act (IIJA). Regarding the Highway Safety Targets, they approved a motion to adopt Option D, and a motion to adopt the three non-federally required targets.

The Policy Board's next meeting is scheduled for February 22, 2022 at 1:00 p.m.

Citizen Advisory Committee (CAC)

The CAC met on February 02, 2022 and received a presentation on the TIP FFY 2022-2025 Revision #2 and #3. Because the CAC meeting ran overtime, the CAC voted to defer the Overall Work Program (OWP) FY2023 Public Review Draft agenda item to their March 02, 2022 meeting.

The CAC's next scheduled meeting will be held on March 02, 2022 at 2:00 p.m.

OahuMPO FY2022 OWP Quarterly Report - Q2

Staff Time Expenditures By Hour

2022 OWP 07/01/2021 to 12/31/2021 (6 of 12 mos, 50%)		BUDGETED HOURS (as of 7/01/2021)	Q1 Staff Time Hours Expended	Q2 Staff Time Hours Expended	TOTAL EXPENDED	BALANCE OF HOURS (12/31/2021)	% Expended
2022 Work Elements							
301.01-22	Program Admin & Support	7,274	2,111	2,136	4,247	3,027	58%
301.02-22	Gen Tech Assistance	2,376	373	224	598	1,779	25%
301.10-22	Computer & Network Maintenance	123	5	9	14	108	12%
301.09-22	Professional Development	335	18	16	34	301	10%
301.03-22	Overall Work Program	1,357	265	282	547	810	40%
301.11-22	Subrecipient Monitoring & Support	394	111	75	186	208	47%
301.05-22	Single Audit	718	232	127	359	359	50%
301.06-22	Public Participation Plan	561	234	65	299	262	53%
301.15-22	Computer Model Operations and Support	664	50	309	359	306	54%
201.04-22	Title VI/EJ	388	207	39	246	142	63%
301.17-22	Transportation Improvement Program	510	295	185	480	30	94%
301.18-22	Transportation Alternatives Set-Aside	132	2	7	9	123	7%
201.05-22	Congestion Management Process Update	866	243	160	403	463	47%
301.16-22	Oahu Regional Transportation Plan	1,543	406	361	767	776	50%
303.03-22	PTO (Holiday, Vacation, Sick)	2,910	300	543	843	2,067	29%
Total 2022 WE		20,152	4,552	4,538	9,390	10,762	47%

OahuMPO FY2022 OWP Quarterly Report - Q2
Staff Time Expenditures by Dollar

2022 OWP 7/01/2021 to 12/31/2021 (6 of 12 mos, 50%)		BEGINNING BALANCE (as of 7/01/2021)						EXPENDITURES (7/01/2021 to 12/31/2021)						BALANCE (as of 12/31/2021)						% Expended
		Federal Funds			Local Share		Total	Federal Funds			Local Share		Total	Federal Funds			Local Share		Total	
		Total	FHWA	FTA	Total	OahuMPO Held		Total	FHWA	FTA	Total	OahuMPO Held		Total	FHWA	FTA	Total	OahuMPO Held		
Financials - Proposed, Expended & Ending																				
301.01-22	Program Admin & Support	\$ 372,754	\$ 209,027	\$ 163,727	\$ 93,189	\$ 93,189	\$ 465,943	\$ 185,865	-	95,717	\$ 46,466	\$ 46,466	\$ 232,332	\$ 186,889	\$ 209,027	\$ 68,010	\$ 46,722	\$ 46,722	\$ 233,611	50%
301.02-22	Gen Tech Assistance	\$ 81,478	\$ 81,478		\$ 20,369	\$ 20,369	\$ 101,847	\$ 15,931	\$ 15,931		\$ 3,983	\$ 3,983	\$ 19,913	\$ 65,547	\$ 65,547		\$ 16,387	\$ 16,387	\$ 81,934	20%
301.10-22	Computer & Network Maintenance	\$ 6,124	\$ 6,124		\$ 1,531	\$ 1,531	\$ 7,655	\$ 636	\$ 636		\$ 159	\$ 159	\$ 795	\$ 5,488	\$ 5,488		\$ 1,372	\$ 1,372	\$ 6,860	10%
301.09-22	Professional Development	\$ 16,737	\$ 16,737		\$ 4,184	\$ 4,184	\$ 20,921	\$ 1,546	\$ 1,546		\$ 386	\$ 386	\$ 1,932	\$ 15,191	\$ 15,191		\$ 3,798	\$ 3,798	\$ 18,989	9%
301.03-22	Overall Work Program	\$ 72,151	\$ 72,151		\$ 18,038	\$ 18,038	\$ 90,189	\$ 27,362	\$ 27,362		\$ 6,840	\$ 6,840	\$ 34,202	\$ 44,790	\$ 44,790		\$ 11,197	\$ 11,197	\$ 55,987	38%
301.11-22	Subrecipient Monitoring & Support	\$ 21,398	\$ 21,398		\$ 5,349	\$ 5,349	\$ 26,747	\$ 9,252	\$ 9,252		\$ 2,313	\$ 2,313	\$ 11,565	\$ 12,146	\$ 12,146		\$ 3,036	\$ 3,036	\$ 15,182	43%
301.05-22	Single Audit	\$ 35,927	\$ 35,927		\$ 8,982	\$ 8,982	\$ 44,909	\$ 17,284	\$ 17,284		\$ 4,321	\$ 4,321	\$ 21,605	\$ 18,643	\$ 18,643		\$ 4,661	\$ 4,661	\$ 23,304	48%
301.06-22	Public Participation	\$ 24,786	\$ 24,786		\$ 6,197	\$ 6,197	\$ 30,983	\$ 10,737	\$ 10,737		\$ 2,684	\$ 2,684	\$ 13,421	\$ 14,050	\$ 14,050		\$ 3,512	\$ 3,512	\$ 17,562	43%
301.15-22	Computer Model Operations and Support	\$ 30,754	\$ 30,754		\$ 7,688	\$ 7,688	\$ 38,442	\$ 25,234	\$ 25,234		\$ 6,308	\$ 6,308	\$ 31,542	\$ 5,520	\$ 5,520		\$ 1,380	\$ 1,380	\$ 6,900	82%
201.04-22	Title VI/EJ	\$ 20,150	\$ 20,150		\$ 5,038	\$ 5,038	\$ 25,188	\$ 3,790	\$ 3,790		\$ 947	\$ 947	\$ 4,737	\$ 16,361	\$ 16,361		\$ 4,090	\$ 4,090	\$ 20,451	19%
301.17-22	Transportation Improvement Program	\$ 22,439	\$ 22,439		\$ 5,610	\$ 5,610	\$ 28,049	\$ 22,093	\$ 22,093		\$ 5,523	\$ 5,523	\$ 27,617	\$ 346	\$ 346		\$ 86	\$ 86	\$ 432	98%
301.18-22	Transportation Alternatives Set-Aside	\$ 5,961	\$ 5,961		\$ 1,490	\$ 1,490	\$ 7,451	\$ 434	\$ 434		\$ 109	\$ 109	\$ 543	\$ 5,527	\$ 5,527		\$ 1,382	\$ 1,382	\$ 6,908	7%
201.05-22	Congestion Management Process Update	\$ 50,382	\$ 50,382		\$ 12,596	\$ 12,596	\$ 62,978	\$ 20,075	\$ 20,075		\$ 5,019	\$ 5,019	\$ 25,094	\$ 30,308	\$ 30,308		\$ 7,577	\$ 7,577	\$ 37,884	40%
301.16-22	Oahu Regional Transportation Plan	\$ 76,011	\$ 76,011		\$ 19,003	\$ 19,003	\$ 95,014	\$ 43,986	\$ 43,986		\$ 10,997	\$ 10,997	\$ 54,983	\$ 32,025	\$ 32,025		\$ 8,006	\$ 8,006	\$ 40,031	58%
303.03-22	PTO (Holiday, Vacation, Sick)	\$ 146,947	\$ 146,947		\$ 36,737	\$ 36,737	\$ 183,684	\$ 36,737	\$ 36,737		\$ 9,184	\$ 9,184	\$ 45,921	\$ 110,211	\$ 110,211		\$ 27,553	\$ 27,553	\$ 137,763	25%
Total 2022 WE		\$ 984,000			\$ 246,000		\$ 1,230,000	\$ 420,960			\$ 105,240		\$ 526,200	\$ 563,040			\$ 140,760		\$ 703,800	43%

OahuMPO FY2022 OWP Quarterly Report - Q2
Subrecipient Study Expenditures

2022 OWP - Subrecipients 7/01/2021 to 12/31/2021 (6 of 12 mos, 50%)		POP End Date	Subrecipient	BEGINNING BALANCE (All time)			EXPENDITURES (All time)			EXPENDITURES (October 2021 - December 2021)			BALANCE (as of 12/31/2021)			% Expended All Time
				Federal (FHWA - PL)	Local Share (Subrecipient)	Total	Federal (FHWA - PL)	Local Share (Subrecipient)	Total	Federal (FHWA - PL)	Local Share (Subrecipient)	Total	Federal (FHWA - PL)	Local Share (Subrecipient)	Total	
Stand Alone Work Elements - Obligated in separate federal project #																
203.18-19	Energy Conservation and Emissions Reduction Plan	12/31/2024	HNL OCCSR	\$ 400,000	\$ 100,000	\$ 500,000							\$ 400,000	\$ 100,000	\$ 500,000	0%
204.06-21	Multi-Modal Transit Asset Management Plan Phase 2	7/29/2025	DTS	\$ 760,000	\$ 190,000	\$ 950,000	\$ 85,383	\$ 21,346	\$ 106,729	\$ 79,750	\$ 19,938	\$ 99,688	\$ 674,617	\$ 168,654	\$ 843,271	11%
203.22-21	Work Where You Live	6/30/2023	DTS	\$ 80,000	\$ 20,000	\$ 100,000	\$ 67,676	\$ 16,919	\$ 84,595	\$ 5,038	\$ 1,259	\$ 6,297	\$ 12,324	\$ 3,081	\$ 15,405	85%
204.08-22	Active Transportation Monitoring Data Phase II	12/30/2023	DTS	\$ 168,000	\$ 42,000	\$ 210,000							\$ 168,000	\$ 42,000	\$ 210,000	0%
204.10-22	Active Transportation Monitoring Data Phase III	12/30/2023	DTS	\$ 160,000	\$ 40,000	\$ 200,000						\$ -	\$ 160,000	\$ 40,000	\$ 200,000	0%
2021 Active Work Elements																
203.09-18	2019 Transit Rider Survey	12/31/2023	DTS	\$ 1,120,000	\$ 280,000	\$ 1,400,000	\$ 385,258	\$ 96,315	\$ 481,573	\$ 385,258	\$ 96,315	\$ 481,573	\$ 734,742	\$ 183,685	\$ 918,427	34%
203.19-20	Vision Zero Action Plan	6/30/2023	DTS	\$ 1,008,000	\$ 252,000	\$ 1,260,000	\$ 37,850	\$ 9,463	\$ 47,313				\$ 970,150	\$ 242,537	\$ 1,212,687	4%
203.20-20	AV Planning Study	6/30/2023	HART	\$ 40,000	\$ 10,000	\$ 50,000							\$ 40,000	\$ 10,000	\$ 50,000	0%
204.07-21	Active Transportation Monitoring Data Phase I	6/30/2024	DTS	\$ 188,000	\$ 47,000	\$ 235,000	\$ 40,928	\$ 10,232	\$ 51,160				\$ 147,072	\$ 36,768	\$ 183,840	22%
Total 2021 WE				\$ 1,236,000	\$ 309,000	\$ 1,545,000	\$ 78,778	\$ 19,695	\$ 98,473				\$ 1,157,222	\$ 289,305	\$ 1,446,527	6%
2020 Active Work Elements																
203.21-20	TDM Plan	6/30/2023	DTS	\$ 386,718	\$ 96,680	\$ 483,398	\$ 97,203	\$ 24,301	\$ 121,504	\$ 33,328	\$ 8,332	\$ 41,660	\$ 289,515	\$ 72,379	\$ 361,894	25%
Total 2020 WE																
2019 Active Work Elements																
203.07-18	Review and Update of Planned Rights-of-Way for Existing Streets	12/31/2021	DTS	\$ 400,000	\$ 100,000	\$ 500,000	\$ 386,712	\$ 96,678	\$ 483,390				\$ 13,288	\$ 3,322	\$ 16,610	97%
203.12-19	Multi-Modal Transit Asset Management Plan Phase 1	6/30/2022	DTS	\$ 200,000	\$ 50,000	\$ 250,000	\$ 140,418	\$ 35,104	\$ 175,522	\$ 35,953	\$ 8,988	\$ 44,941	\$ 59,582	\$ 14,896	\$ 74,478	70%
203.14-19	Ala Moana Transit Plaza Alternatives Analysis	12/31/2022	DTS	\$ 400,000	\$ 100,000	\$ 500,000	\$ 254,790	\$ 63,698	\$ 318,488				\$ 145,210	\$ 36,302	\$ 181,512	64%
203.17-19	Kapolei Maintenance Facility & Transit Center Alternatives Analysis	6/30/2022	DTS	\$ 400,000	\$ 100,000	\$ 500,000	\$ 248,027	\$ 62,007	\$ 310,034	\$ 24,649	\$ 6,162	\$ 30,811	\$ 151,973	\$ 37,993	\$ 189,966	62%
Total 2019 WE				\$ 1,400,000	\$ 350,000	\$ 1,750,000	\$ 1,029,947	\$ 257,487	\$ 1,287,434	\$ 60,602	\$ 15,150	\$ 75,752	\$ 370,053	\$ 92,513	\$ 462,566	74%

OahuMPO FY2022 OWP Quarterly Report - Q2
Non-Staff Time Expenditures

2022 OWP 7/01/2021 to 12/31/2021 (6 of 12 mos, 50%)				BEGINNING BALANCE (as of 7/01/2021)					EXPENDITURES (7/01/2021 to 12/31/2021)					BALANCE (as of 12/31/2021)					% Expended
				Federal Funds			Local Share	Total	Federal Funds			Local Share	Total	Federal Funds			Local Share	Total	
Work Element #	Description	Category	Status/Notes	FHWA	FTA	Total	OahuMPO-Held		FHWA	FTA	Total	OahuMPO Held		FHWA	FTA	Total	OahuMPO Held		Total
302.01-22	Overhead (Lease, utilities, p-card, etc)	Overhead			\$ 132,000	\$ 132,000	\$ 33,000	\$ -	\$ 58,547	\$ 58,547	\$ 14,637	\$ -	\$ 73,453	\$ 73,453	\$ 18,363	\$ 91,817	44%		
301.05-22	Single Audit	Consultant	Expenditure expected in November 2021.	\$ 36,000		\$ 36,000	\$ 9,000	\$ 28,500			\$ 7,125	\$ 7,500		\$ 7,500	\$ 1,875	\$ 9,375	79%		
301.10-22	Computer & Network Maintenance	Consultant	Beginning procurement.	\$ 16,000		\$ 16,000	\$ 4,000					\$ -	\$ 16,000	\$ 16,000	\$ 4,000	\$ 20,000	0%		
301.09-22	Professional Development - Travel/Misc Training Expenses	Training	Minimal funds to be transferred in through admin mod for staff trainings	\$ -		\$ -	\$ -					\$ -	\$ -	\$ -	\$ -	\$ -			
301.15-22	Computer Model Operations & Support	Consultant	Must encumber by June 2022	\$ 160,000		\$ 160,000	\$ 40,000					\$ -	\$ 160,000	\$ 160,000	\$ 40,000	\$ 200,000	0%		
303.04-22	TDFM Data Purchase	Data	Expect to expend by June 2022	\$ 312,000		\$ 312,000	\$ 78,000					\$ -	\$ 312,000	\$ 312,000	\$ 78,000	\$ 390,000	0%		
301.16-22	ORTP 2050	Consultant	To be transferred to TDFM Data Purchase in OWP Revision #2	\$ 100,000		\$ 100,000	\$ 25,000					\$ -	\$ 100,000	\$ 100,000	\$ 25,000	\$ 125,000	0%		
2021 OWP AND PRIOR																			
301.05-20	Accounting System	Consultant	SWK, LLC. Will expend balance in FY22	\$ 26,832		\$ 26,832	\$ 6,708					\$ -	\$ 26,832	\$ 26,832	\$ 6,708	\$ 33,540	0%		
301.02-21	Gen Tech Assistance - Training (NHI Courses)	Training	Unexpended due to COVID. Balance will be applied to OWP SFY2023. OahuMPO does not have match.	\$ 27,206		\$ 27,206	\$ -					\$ -	\$ 21,765	\$ 21,765	\$ 5,441	\$ 27,206	0%		
303.04-21	TDFM Data Purchase	Data	Federal portion (\$40,000) transferred June 2021				\$ 10,000				\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	100%		
301.15-21	Computer Model	Consultant	WSP. Expected to expend the majority of this balance by June.	\$ 44,458		\$ 44,458	\$ 11,114					\$ -	\$ 44,458	\$ 44,458	\$ 11,114	\$ 55,572	0%		
301.15-18	Computer Model	Consultant	WSP. Expected to expend by June	\$ 33,839		\$ 33,839	\$ 8,460	\$ 20,927			\$ 5,232	\$ 12,912	\$ 12,912	\$ 3,228	\$ 16,140		62%		
301.15-18	Computer Model - Land Use	Consultant	UrbanSIM. \$4,000 to remain after retainage billing. Funds to be transferred in OWP FY2022 Revision #2	\$ 24,160		\$ 24,160	\$ 6,040					\$ 24,160	\$ 24,160	\$ 6,040	\$ 30,200		0%		
301.16-21	ORTP 2045 Technical Support	Consultant	Contract expired. Funds to be transferred in OWP FY2022 Revision #2	\$ 100,042		\$ 100,042	\$ 25,011	\$ 23,301			\$ 5,825	\$ 76,741	\$ 76,741	\$ 19,185	\$ 95,927		23%		
301.16-19	ORTP 2045 Graphic Design	Consultant	DTL. Balance to be expended by May 2022.	\$ 44,639		\$ 44,639	\$ 11,160	\$ 28,058		\$ 28,058	\$ 7,015	\$ 16,581	\$ 16,581	\$ 4,145	\$ 20,726		63%		
301.16-21	ORTP 2045 Graphic Design	Consultant	DTL. SFY 2021 budget never encumbered to contract. Funds being transferred in Revision #2.	\$ 44,000		\$ 44,000	\$ 11,000					\$ -	\$ 44,000	\$ 44,000	\$ 11,000	\$ 55,000	0%		