



Memorandum

To: Technical Advisory Committee Members

From: Mark Garrity, Executive Director

Date: May 13, 2022

Executive Director's Report

Accomplishments and Progress

Revision #2 of the FY2022 OWP was endorsed by the Policy Board at their meeting on March 29, 2022 and approved by the Federal Highway Administration (FHWA) on April 7, 2022.

The draft of the FY2023 Overall Work Program was released and available for public and intergovernmental review from Friday, March 18, until April 15, 2022. Comments received will be detailed during the presentation of the FY2023 OWP agenda item at today's meeting.

The OahuMPO has submitted payment for purchase of NextGen National Household Travel Survey data required for the update of the regional travel demand model.

The Statewide Transportation Improvement Program (STIP) revision #2, which includes the OahuMPO Transportation Improvement Program (TIP) revisions #2 and #3, was jointly approved by FHWA and the Federal Transit Administration (FTA) on April 16, 2022. The next cycle of TIP revisions started on April 11 and a draft TIP revision document is anticipated to be out for public comment and intergovernmental review by May 13.

An RFQ for the Oahu Regional Transportation Plan (ORTP) 2050 Consultant Procurement was issued in March, but the minimum number of proposals was not attained. The RFQ has been updated and re-posted with a deadline of June 3, 2022. The solicitation has been changed to make it more attractive for smaller firms, and we hope to have many more firms showing interest in providing consulting services for the ORTP.

A consultant has been selected for the Travel Demand Forecasting Model (TDFM) contract procurement. The contract documents are now with the Attorney General's office for review. We hope to have a Notice to Proceed by the end of May.

The ORTP 2050 multi-agency working group held their second meeting on March 17, 2022. They discussed the overall schedule, makeup of the working group, and the procurement of a consultant to support the development of the ORTP 2050. The working group will meet regularly throughout the process.

Congratulations to Samantha Lara who was promoted to Transportation Planner effective May 1st. Also, OahuMPO welcomes Dallas Ige, who will be our new Assistant Transportation Planner starting Monday, May 16th.

With deep sadness and heavy hearts, we inform you of the unexpected passing last month of our colleague and friend, Bishop S. Randolph Sykes. Randolph was a pillar of knowledge and support during his tenure at OahuMPO and many of OahuMPO's current and past staff relied on his ready wisdom and extensive transportation experience. An organization's success hinges on the quality of its staff. Randolph was a significant contributor to the process that created the current OahuMPO. He weathered the storms during the MPO's most vulnerable times and was among those who shepherded it to its new beginnings. Randolph will be fondly remembered as a kind and gentle soul.

For your information, OahuMPO's 3rd Quarterly Financial Report is attached to this report.

Policy Board (PB)

At their March 29, 2022 meeting, the Policy Board received presentations on the *Public Participation Plan (PPP) Final Draft* and the *OahuMPO Overall Work Program (OWP) SFY2022 Revision #2*. They voted to approve both of these documents. The Policy Board also received informational presentations on the *Oahu Regional Transportation Plan (ORTP) 2050 Public Engagement Plan* and the results of the *Strategic Plan Survey*.

There was no Policy Board meeting held in April. Their next meeting is scheduled for Tuesday, May 31 at 1:00 p.m.

Citizen Advisory Committee (CAC)

At their April 6, 2022, meeting, the Citizens Advisory Committee discussed possible revisions to their bylaws and procedures for receiving public comments on work products. No other business was conducted.

At their May 4, 2022 meeting, the CAC received a presentation on the final draft of the FY2023 Overall Work Program (OWP) and voted to recommend the Policy Board endorse the document. They also received a presentation by the Department of Transportation Services (DTS) consultant on the Multi-Modal Transit Asset Management Plan.

The CAC's next scheduled meeting is on Wednesday, June 01 at 2:00 p.m.

OahuMPO FY2022 OWP Quarterly Report - Q3

Staff Time Expenditures By Hour

2022 OWP 07/01/2021 to 3/31/2021 (9 of 12 mos, 75%)		BUDGETED HOURS (as of 7/01/2021)*	STAFF TIME HOURS EXPENDED			TOTAL EXPENDED	BALANCE OF HOURS (12/31/2021)	% Expended
			Q1	Q2	Q3			
2022 Work Elements								
301.01-22	Program Admin & Support	7,274	2,111	2,136	2,053	6,300	974	87%
301.02-22	Gen Tech Assistance	2,376	373	224	256	853	1,523	36%
301.10-22	Computer & Network Maintenance	123	5	9	51	65	58	53%
301.09-22	Professional Development	335	18	16	10	44	291	13%
301.03-22	Overall Work Program	1,357	265	282	277	824	534	61%
301.11-22	Subrecipient Monitoring & Support	394	111	75	83	269	125	68%
301.05-22	Single Audit	718	232	127	63	422	296	59%
301.06-22	Public Participation Plan	561	234	65	86	385	176	69%
301.15-22	Computer Model Operations and Support	664	50	309	245	604	61	91%
201.04-22	Title VI/EJ	388	207	39	121	367	21	95%
301.17-22	Transportation Improvement Program	510	295	185	169	649	(139)	127%
301.18-22	Transportation Alternatives Set-Aside	132	2	7	16	25	107	19%
201.05-22	Congestion Management Process Update	866	243	160	-	403	463	47%
301.16-22	Oahu Regional Transportation Plan	1,543	406	361	371	1,138	405	74%
303.03-22	PTO (Holiday, Vacation, Sick)	2,910	300	543	296	1,139	1,771	39%
Total 2022 WE		20,152	4,852	4,538	4,096	13,486	6,666	67%

* Hours budgeted on this report is not current with Revision #2 changes. Refer to staff time expenditures by dollar for the most up to date information on work element balances remaining.

OahuMPO FY2022 OWP Quarterly Report - Q3
Staff Time Expenditures by Dollar

2022 OWP 7/01/2021 to 3/31/2021 (9 of 12 mos, 75%)		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			Federal Funds			Local Share			Federal Funds			Local Share			
		Total	FHWA	FTA	Total	OahuMPO Held	Total	Total	FHWA	FTA	Total	OahuMPO Held	Total	Total	FHWA	FTA	Total	OahuMPO Held	Total	
Financials - Proposed, Expended & Ending																				
301.01-22	Program Admin & Support	\$ 344,734	\$ 188,507	\$ 156,227	\$ 86,183	\$ 86,183	\$ 430,917	\$ 270,543	-	95,717	\$ 67,636	\$ 67,636	\$ 338,178	\$ 74,191	\$ 188,507	\$ 60,510	\$ 18,548	\$ 18,548	\$ 92,739	78%
301.02-22	Gen Tech Assistance	\$ 71,830	\$ 71,830		\$ 17,958	\$ 17,958	\$ 89,788	\$ 37,032	\$ 37,032		\$ 9,258	\$ 9,258	\$ 46,290	\$ 34,799	\$ 34,799		\$ 8,700	\$ 8,700	\$ 43,498	52%
301.10-22	Computer & Network Maintenance	\$ 6,124	\$ 6,124		\$ 1,531	\$ 1,531	\$ 7,655	\$ 3,129	\$ 3,129		\$ 782	\$ 782	\$ 3,911	\$ 2,995	\$ 2,995		\$ 749	\$ 749	\$ 3,744	51%
301.09-22	Professional Development	\$ 12,662	\$ 12,662		\$ 3,166	\$ 3,166	\$ 15,828	\$ 2,076	\$ 2,076		\$ 519	\$ 519	\$ 2,595	\$ 10,587	\$ 10,587		\$ 2,647	\$ 2,647	\$ 13,233	16%
301.03-22	Overall Work Program	\$ 72,151	\$ 72,151		\$ 18,038	\$ 18,038	\$ 90,189	\$ 40,566	\$ 40,566		\$ 10,141	\$ 10,141	\$ 50,707	\$ 31,586	\$ 31,586		\$ 7,896	\$ 7,896	\$ 39,482	56%
301.11-22	Subrecipient Monitoring & Support	\$ 21,398	\$ 21,398		\$ 5,349	\$ 5,349	\$ 26,747	\$ 12,547	\$ 12,547		\$ 3,137	\$ 3,137	\$ 15,684	\$ 8,851	\$ 8,851		\$ 2,213	\$ 2,213	\$ 11,063	59%
301.05-22	Single Audit	\$ 35,927	\$ 35,927		\$ 8,982	\$ 8,982	\$ 44,909	\$ 20,489	\$ 20,489		\$ 5,122	\$ 5,122	\$ 25,612	\$ 15,438	\$ 15,438		\$ 3,859	\$ 3,859	\$ 19,297	57%
301.06-22	Public Participation	\$ 29,120	\$ 29,120		\$ 7,280	\$ 7,280	\$ 36,400	\$ 13,592	\$ 13,592		\$ 3,398	\$ 3,398	\$ 16,990	\$ 15,528	\$ 15,528		\$ 3,882	\$ 3,882	\$ 19,410	47%
301.15-22	Computer Model Operations and Support	\$ 36,841	\$ 36,841		\$ 9,210	\$ 9,210	\$ 46,051	\$ 36,980	\$ 36,980		\$ 9,245	\$ 9,245	\$ 46,224	\$ (139)	\$ (139)		\$ (35)	\$ (35)	\$ (173)	100%
201.04-22	Title VI/EJ	\$ 11,036	\$ 11,036		\$ 2,759	\$ 2,759	\$ 13,795	\$ 9,790	\$ 9,790		\$ 2,448	\$ 2,448	\$ 12,238	\$ 1,246	\$ 1,246		\$ 311	\$ 311	\$ 1,557	89%
301.17-22	Transportation Improvement Program	\$ 31,200	\$ 31,200		\$ 7,800	\$ 7,800	\$ 39,000	\$ 29,569	\$ 29,569		\$ 7,392	\$ 7,392	\$ 36,962	\$ 1,631	\$ 1,631		\$ 408	\$ 408	\$ 2,038	95%
301.18-22	Transportation Alternatives Set-Aside	\$ 2,994	\$ 2,994		\$ 748	\$ 748	\$ 3,742	\$ 1,166	\$ 1,166		\$ 292	\$ 292	\$ 1,458	\$ 1,827	\$ 1,827		\$ 457	\$ 457	\$ 2,284	39%
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	\$ 81,956	\$ 81,956		\$ 20,489	\$ 20,489	\$ 102,445	\$ 64,673	\$ 64,673		\$ 16,168	\$ 16,168	\$ 80,842	\$ 17,283	\$ 17,283		\$ 4,321	\$ 4,321	\$ 21,603	79%
303.03-22	PTO (Holiday, Vacation, Sick)	\$ 175,645	\$ 175,645		\$ 43,911	\$ 43,911	\$ 219,556	\$ 59,688	\$ 59,688		\$ 14,922	\$ 14,922	\$ 74,610	\$ 115,957	\$ 115,957		\$ 28,989	\$ 28,989	\$ 144,946	34%
Total 2022 WE		\$ 984,000			\$ 246,000		\$ 1,230,000	\$ 621,914			\$ 155,479		\$ 777,393	\$ 362,086			\$ 90,521		\$ 452,607	63%

OahuMPO FY2022 OWP Quarterly Report - Q3
Subrecipient Study Expenditures

2022 OWP - Subrecipients 7/01/2021 to 3/31/2021 (9 of 12 mos, 75%)		POP End Date	Subrecipient	BEGINNING BALANCE (All time)			EXPENDITURES (All time)			EXPENDITURES (January 2022 - March 2022)			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 #																
204.03-21	Multimodal Mobility Hub Planning	12/31/2023	DLNR	\$ 100,000	\$ 25,000	\$ 125,000			\$ -			\$ -	\$ 100,000	\$ 25,000	\$ 125,000	0%
204.02-21	Planning for Improved Resilience to Coastal Hazards Through Green	12/31/2024	DLNR	\$ 200,000	\$ 50,000	\$ 250,000			\$ -			\$ -	\$ 200,000	\$ 50,000	\$ 250,000	0%
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	\$ 104,179	\$ 26,045	\$ 130,224	\$ 674,617	\$ 168,654	\$ 843,271	11%
203.22-21	Work Where You Live	6/30/2023	DTS	\$ 80,000	\$ 20,000	\$ 100,000	\$ 80,000	\$ 20,000	\$ 100,000	\$ 12,403	\$ 3,101	\$ 15,504	\$ -	\$ -	\$ -	100%
204.08-22	Active Transportation Monitoring Data Phase II	10/28/2023	DTS	\$ 168,000	\$ 42,000	\$ 210,000							\$ 168,000	\$ 42,000	\$ 210,000	0%
204.10-22	Active Transportation Monitoring Data Phase III	10/28/2023	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	\$ 613,973	\$ 153,493	\$ 767,466	\$ 128,533	\$ 32,133	\$ 160,666	\$ 506,027	\$ 126,507	\$ 632,534	55%
203.19-20	Vision Zero Action Plan	6/30/2024	DTS	\$ 1,008,000	\$ 252,000	\$ 1,260,000	\$ 108,202	\$ 27,050	\$ 135,252	\$ 30,777	\$ 7,694	\$ 38,471	\$ 899,798	\$ 224,950	\$ 1,124,748	11%
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	\$ 98,138	\$ 24,534	\$ 122,672	\$ 79,226	\$ 19,806	\$ 99,032	\$ 89,862	\$ 22,466	\$ 112,328	52%
Total 2021 WE				\$ 2,356,000	\$ 589,000	\$ 2,945,000	\$ 820,312	\$ 205,078	\$ 1,025,390	\$ 238,535	\$ 59,634	\$ 298,169	\$ 1,535,688	\$ 383,922	\$ 1,919,610	35%
2020 Active Work Elements																
203.21-20	TDM Plan	6/30/2023	DTS	\$ 386,718	\$ 96,680	\$ 483,398	\$ 133,339	\$ 33,335	\$ 166,674	\$ -	\$ -	\$ -	\$ 253,379	\$ 63,345	\$ 316,724	34%
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	\$ 400,000	\$ 100,000	\$ 500,000	\$ 157,816	\$ 39,454	\$ 197,270	\$ -	\$ -	\$ -	100%
203.12-19	Multi-Modal Transit Asset Management Plan Phase 1	6/30/2022	DTS	\$ 200,000	\$ 50,000	\$ 250,000	\$ 145,046	\$ 36,262	\$ 181,308	\$ 4,628	\$ 1,157	\$ 5,785	\$ 54,954	\$ 13,738	\$ 68,692	73%
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	\$ 274,775	\$ 68,694	\$ 343,469	\$ 18,931	\$ 4,733	\$ 23,664	\$ 125,225	\$ 31,306	\$ 156,531	69%
Total 2019 WE				\$ 1,400,000	\$ 350,000	\$ 1,750,000	\$ 1,074,612	\$ 268,653	\$ 1,343,265	\$ 181,375	\$ 45,344	\$ 226,719	\$ 325,388	\$ 81,347	\$ 406,735	77%

OahuMPO FY2022 OWP Quarterly Report - Q3
Non-Staff Time Expenditures

2022 OWP 7/01/2021 to 3/31/2021 (9 of 12 mos, 75%)				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	Funds transferred in in Revision #2. Two lease payments anticipated in April.		\$ 132,000	\$ 132,000	\$ 33,000	\$ -	\$ 89,912	\$ 89,912	\$ 22,478	\$ -	\$ 49,588	\$ 49,588	\$ 12,397	\$ 61,985	64%		
301.05-22	Single Audit	Consultant	Expenditure expected in November 2021.	\$ 28,500		\$ 28,500	\$ 7,125	\$ 28,500			\$ 7,125	\$ -		\$ -	\$ -	\$ -	100%		
301.10-22	Computer & Network Maintenance	Consultant	\$5k added to this work element in Revision #2. Executing PO for small purchase.	\$ 20,000		\$ 20,000	\$ 5,000	\$ -			\$ -	\$ -	\$ 20,000		\$ 20,000	\$ 5,000	0%		
301.09-22	Professional Development - Travel/Misc Training Expenses	Training	Minimal funds to be transferred in through admin mod (Revision #3)	\$ -		\$ -	\$ -	\$ -			\$ -	\$ -	\$ -		\$ -	\$ -			
301.15-22	Computer Model Operations & Support	Consultant	Consultant procured. Contract execution in process.	\$ 160,000		\$ 160,000	\$ 40,000	\$ -			\$ -	\$ -	\$ 160,000		\$ 160,000	\$ 40,000	0%		
303.04-22	TDFM Data Purchase	Data		\$ 531,942		\$ 531,942	\$ 132,985	\$ 531,942			\$ 132,985	\$ -		\$ -	\$ -	\$ -	100%		
301.16-22	ORTP 2050	Consultant	Funds were transferred to TDFM Data Purchase in OWP Revision #2	\$ -		\$ -	\$ -	\$ -			\$ -	\$ -	\$ -		\$ -	\$ -			

2021 OWP AND PRIOR

301.05-20	Accounting System	Consultant	Encumbered to contract with SWK, LLC. Will expend balance in FY22	\$ 26,832		\$ 26,832	\$ 6,708	\$ 33,540			\$ -	\$ 26,832		\$ 26,832	\$ 6,708	\$ 33,540	0%
301.02-21	Gen Tech Assistance - Training (NHI Courses)	Training	Unexpended in FY21 due to COVID. Balance will be applied to OWP SFY2023. OahuMPO does not have match.	\$ 27,206		\$ 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			\$ 10,000	\$ 10,000		\$ -	\$ -	\$ -	100%
301.15-21	Computer Model	Consultant	WSP. Expected to expend this balance by June.	\$ 96,198		\$ 96,198	\$ 24,049	\$ 120,247	\$ 18,643		\$ 4,661	\$ 23,304	\$ 77,554		\$ 77,554	\$ 19,389	19%
301.15-18	Computer Model	Consultant	WSP. Expected to expend by June	\$ 33,839		\$ 33,839	\$ 8,460	\$ 42,299	\$ 33,839		\$ 8,460	\$ 42,299	\$ -		\$ -	\$ -	100%
301.15-18	Computer Model - Land Use	Consultant	Funds were transferred in OWP FY2022 Revision #2	\$ 20,960		\$ 20,960	\$ 5,240	\$ 26,200	\$ 20,960		\$ 5,240	\$ 26,200	\$ -		\$ -	\$ -	100%
301.16-21	ORTP 2045 Technical Support	Consultant	Funds were transferred in OWP FY2022 Revision #2	\$ 23,301		\$ 23,301	\$ 5,825	\$ 29,126	\$ 23,301		\$ 5,825	\$ 29,126	\$ (0)		\$ (0)	\$ (0)	100%
301.16-19	ORTP 2045 Graphic Design	Consultant	DTL. Balance to be expended by May 2022.	\$ 44,639		\$ 44,639	\$ 11,160	\$ 55,799	\$ 28,058		\$ 7,015	\$ 35,073	\$ 16,581		\$ 16,581	\$ 4,145	63%
301.16-21	ORTP 2045 Graphic Design	Consultant	Funds were transferred in Revision #2.	\$ -		\$ -	\$ -	\$ -			\$ -	\$ -	\$ -		\$ -	\$ -	