



Memorandum

To: Policy Board Committee Members

From: Mark Garrity, Executive Director

Date: August 30, 2022

Executive Director's Report

Overall Work Program (OWP)

The FY2023 OWP, which was endorsed by the Policy Board in May, was officially approved by FHWA and FTA on August 3.

The OWP FY2022 Fourth Quarter Financial Report is provided as an attachment to this report.

Oahu Regional Transportation Plan (ORTP)

Contracts for the two ORTP consultant teams are being finalized, and a kickoff meeting is being planned for later this year.

The consultant for the related Travel Demand Forecasting Model (TDFM) work has been updating the existing model and working with our implementation partners as needed to respond to project changes.

FY2022 Audit

The OahuMPO FY2022 audit has begun with Accuity LLP. They have begun the process of collecting documents and financial information from Oahu MPO and HDOT Business Office. The official start date is September 7th and is scheduled to last until September 28th with the results in early to mid-October.

Personnel and Training

Earlier this month, Dallas Ige and Samantha Lara attended a lunchtime training session sponsored by the Hawaii chapter of the American Planning Association titled "the Role of Planners Fostering Equity in Hawaii".

Citizens Advisory Committee (CAC)

The CAC met on August 3. They elected a new Chair, Jo Jordan, and re-elected Ken Farm to be Vice Chair.

The next CAC meeting is scheduled for Wednesday, September 7 at 2:00 p.m.

Technical Advisory Committee (TAC)

The TAC met on August 12 and received presentations on OWP Work Elements including the Multi-Modal Transit Asset Management Plan Phase I, and Kapolei Maintenance Facility and Transit Center Alternatives Analysis.

They also discussed the upcoming deadlines and requirements for the selection of performance targets for federally required performance measures.

The next TAC meeting is scheduled for Friday, September 9 at 1:00 p.m.

New federal legislation – Inflation Reduction Act

The Inflation Reduction Act was signed into law on August 16. The bill contains transportation spending provisions that could affect Oahu.

\$1.893 billion for a NEW **Neighborhood Access and Equity grant program** that provides competitive grants to improve walkability, safety, affordable access through construction of projects to remove or reuse an existing facility, to retrofit or cap a facility, to build or improve complete streets, or active transportation networks, for planning and capacity building activities in disadvantaged or underserved communities.

\$1.262 billion for investments in **Economically Disadvantaged Communities** for the same kind of FHWA grants under the Neighborhood Access and Equity program, but specifically for communities that are economically disadvantaged.

\$50 million for FHWA for guidance, technical assistance, templates, training, or tools to facilitate efficient and effective contracting, design, and project delivery by units of local government, and subgrants to units of local government to build capacity to deliver surface transportation projects.

OahuMPO FY2022 OWP Quarterly Report - Q4

Staff Time Expenditures By Hour

STAFF TIME HOURS EXPENDED

2022 OWP 07/01/2021 to 6/30/2022 (12 of 12 mos, 100%)		BUDGETED HOURS (as of 7/01/2021)*	Q1	Q2	Q3	Q4	TOTAL EXPENDED	BALANCE OF HOURS (6/30/2022)	% Expended
2022 Work Elements									
301.01-22	Program Admin & Support	8,320	2,111	2,136	2,053	1,717	8,018	303	96%
301.02-22	Gen Tech Assistance	1,203	373	224	256	339	1,192	11	99%
301.10-22	Computer & Network Maintenance	105	5	9	51	26	91	14	86%
301.09-22	Professional Development	111	18	16	10	55	98	13	88%
301.03-22	Overall Work Program	1,000	265	282	277	164	988	13	99%
301.11-22	Subrecipient Monitoring & Support	310	111	75	83	23	292	18	94%
301.05-22	Single Audit	515	232	127	63	56	478	37	93%
301.06-22	Public Participation Plan	475	234	65	86	35	420	55	88%
301.15-22	Computer Model Operations and Support	700	50	309	245	70	674	27	96%
201.04-22	Title VI/EJ	415	207	39	121	2	369	46	89%
301.17-22	Transportation Improvement Program	1,050	295	185	169	275	924	127	88%
301.18-22	Transportation Alternatives Set-Aside	35	2	7	16	3	28	7	80%
201.05-22	Congestion Management Process Update	550	243	160	-	-	403	147	73%
301.16-22	Oahu Regional Transportation Plan	1,538	406	361	371	329	1,467	71	95%
303.03-22	PTO (Holiday, Vacation, Sick)	2,910	300	543	296	783	1,922	988	66%
	Total 2022 WE	19,237	4,852	4,538	4,096	3,876	17,362	1,875	90%

OahuMPO FY2022 OWP Quarterly Report - Q4
Staff Time Expenditures by Dollar

2022 OWP 07/01/2021 to 6/30/2022 (12 of 12 mos, 100%)		BEGINNING BALANCE (as of 7/01/2021)					EXPENDITURES (7/01/2021 to 06/30/2022)						BALANCE (as of 06/30/2022)						% 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	\$ 360,127	\$ 3,625	\$ 356,502	\$ 90,032	\$ 90,032	\$ 450,159	\$ 358,745	3,017	355,728	\$ 89,686	\$ 89,686	\$ 448,432	\$ 1,382	\$ 608	\$ 774	\$ 346	\$ 346	\$ 1,728	100%
301.02-22	Gen Tech Assistance	\$ 64,447	\$ 64,447		\$ 16,112	\$ 16,112	\$ 80,559	\$ 63,635	\$ 63,635		\$ 15,909	\$ 15,909	\$ 79,544	\$ 812	\$ 812		\$ 203	\$ 203	\$ 1,015	99%
301.10-22	Computer & Network Maintenance	\$ 6,124	\$ 6,124		\$ 1,531	\$ 1,531	\$ 7,655	\$ 4,404	\$ 4,404		\$ 1,101	\$ 1,101	\$ 5,504	\$ 1,720	\$ 1,720		\$ 430	\$ 430	\$ 2,151	72%
301.09-22	Professional Development	\$ 6,469	\$ 6,469		\$ 1,617	\$ 1,617	\$ 8,086	\$ 5,240	\$ 5,240		\$ 1,310	\$ 1,310	\$ 6,550	\$ 1,228	\$ 1,228		\$ 307	\$ 307	\$ 1,536	81%
301.03-22	Overall Work Program	\$ 49,364	\$ 49,364		\$ 12,341	\$ 12,341	\$ 61,705	\$ 49,364	\$ 49,364		\$ 12,341	\$ 12,341	\$ 61,705	\$ 0	\$ 0		\$ 0	\$ 0	\$ 0	100%
301.11-22	Subrecipient Monitoring & Support	\$ 14,676	\$ 14,676		\$ 3,669	\$ 3,669	\$ 18,345	\$ 13,770	\$ 13,770		\$ 3,443	\$ 3,443	\$ 17,213	\$ 906	\$ 906		\$ 226	\$ 226	\$ 1,132	94%
301.05-22	Single Audit	\$ 24,896	\$ 24,896		\$ 6,224	\$ 6,224	\$ 31,120	\$ 23,450	\$ 23,450		\$ 5,863	\$ 5,863	\$ 29,313	\$ 1,446	\$ 1,446		\$ 361	\$ 361	\$ 1,807	94%
301.06-22	Public Participation	\$ 16,389	\$ 16,389		\$ 4,097	\$ 4,097	\$ 20,486	\$ 15,211	\$ 15,211		\$ 3,803	\$ 3,803	\$ 19,013	\$ 1,178	\$ 1,178		\$ 295	\$ 295	\$ 1,473	93%
301.15-22	Computer Model Operations and Support	\$ 41,495	\$ 41,495		\$ 10,374	\$ 10,374	\$ 51,869	\$ 40,560	\$ 40,560		\$ 10,140	\$ 10,140	\$ 50,700	\$ 936	\$ 936		\$ 234	\$ 234	\$ 1,169	98%
201.04-22	Title VI/EJ	\$ 11,036	\$ 11,036		\$ 2,759	\$ 2,759	\$ 13,795	\$ 10,146	\$ 10,146		\$ 2,537	\$ 2,537	\$ 12,683	\$ 890	\$ 890		\$ 222	\$ 222	\$ 1,112	92%
301.17-22	Transportation Improvement Program	\$ 45,689	\$ 45,689		\$ 11,422	\$ 11,422	\$ 57,111	\$ 45,689	\$ 45,689		\$ 11,422	\$ 11,422	\$ 57,111	\$ 0	\$ 0		\$ 0	\$ 0	\$ 0	100%
301.18-22	Transportation Alternatives Set-Aside	\$ 1,394	\$ 1,394		\$ 348	\$ 348	\$ 1,742	\$ 1,309	\$ 1,309		\$ 327	\$ 327	\$ 1,636	\$ 84	\$ 84		\$ 21	\$ 21	\$ 106	94%
201.05-22	Congestion Management Process Update	\$ 84,000	\$ 84,000		\$ 21,000	\$ 21,000	\$ 105,000	\$ 83,337	\$ 83,337		\$ 20,834	\$ 20,834	\$ 104,171	\$ 663	\$ 663		\$ 166	\$ 166	\$ 829	99%
301.16-22	Oahu Regional Transportation Plan	\$ 21,330	\$ 21,330		\$ 5,333	\$ 5,333	\$ 26,663	\$ 20,164	\$ 20,164		\$ 5,041	\$ 5,041	\$ 25,205	\$ 1,166	\$ 1,166		\$ 292	\$ 292	\$ 1,458	95%
303.03-22	PTO (Holiday, Vacation, Sick)	\$ 156,170	\$ 156,170		\$ 39,043	\$ 39,043	\$ 195,213	\$ 155,449	\$ 155,449		\$ 38,862	\$ 38,862	\$ 194,311	\$ 722	\$ 722		\$ 180	\$ 180	\$ 902	100%
Total 2022 WE		\$ 903,606			\$ 225,902		\$ 1,129,508	\$ 890,473			\$ 222,618		\$ 1,113,091	\$ 13,133			\$ 3,283		\$ 16,417	99%

OahuMPO FY2022 OWP Quarterly Report - Q4
Subrecipient Study Expenditures

2022 OWP 07/01/2021 to 6/30/2022 (12 of 12 mos, 100%)		POP End Date	Subrecipient	BEGINNING BALANCE (All time)			EXPENDITURES (All time)			EXPENDITURES (April - June 2022)			BALANCE (as of 6/30/2022)			% 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 Infrastructure	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	\$ 250,081	\$ 62,520	\$ 312,601	\$ -	\$ -	\$ -	\$ 509,919	\$ 127,480	\$ 637,399	33%
203.22-21	Work Where You Live	6/30/2023	DTS	\$ 80,000	\$ 20,000	\$ 100,000	\$ 80,000	\$ 20,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	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	\$ 100,180	\$ 25,045	\$ 125,225	\$ 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	\$ 130,538	\$ 32,635	\$ 163,173	\$ 61,910	\$ 15,478	\$ 77,388	\$ 877,462	\$ 219,365	\$ 1,096,827	13%
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	\$ -	\$ -	\$ -	\$ 89,862	\$ 22,466	\$ 112,328	52%
Total 2021 WE				\$ 2,356,000	\$ 589,000	\$ 2,945,000	\$ 842,649	\$ 210,662	\$ 1,053,311	\$ 162,090	\$ 40,523	\$ 202,613	\$ 1,513,351	\$ 378,338	\$ 1,891,689	36%
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	\$ 36,135	\$ 9,034	\$ 45,169	\$ 253,379	\$ 63,345	\$ 316,724	34%
Total 2020 WE																
2019 Active Work Elements																
203.12-19	Multi-Modal Transit Asset Management Plan Phase 1	10/31/2022	DTS	\$ 200,000	\$ 50,000	\$ 250,000	\$ 145,046	\$ 36,262	\$ 181,308	\$ -	\$ -	\$ -	\$ 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	\$ 279,662	\$ 69,915	\$ 349,577	\$ 14,074	\$ 3,518	\$ 17,592	\$ 120,338	\$ 30,085	\$ 150,423	70%
Total 2019 WE				\$ 1,000,000	\$ 250,000	\$ 1,250,000	\$ 679,498	\$ 169,875	\$ 849,373	\$ 14,074	\$ 3,518	\$ 17,592	\$ 320,502	\$ 80,125	\$ 400,627	68%

Note: OahuMPO and HDOT paused the processing of invoices starting on 6/9/22 due to the state fiscal year end approaching. Invoice processing resumed in July.

OahuMPO FY2022 OWP Quarterly Report - Q4
Non-Staff Time Expenditures

2022 OWP 07/01/2021 to 6/30/2022 (12 of 12 mos, 100%)				BEGINNING BALANCE (as of 7/01/2021)					EXPENDITURES (7/01/2021 to 06/30/2022)					BALANCE (as of 6/30/2022)					% 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	\$ 174,375	\$ -	\$ 132,922	\$ 132,922	\$ 33,230	\$ 166,152	\$ -	\$ 6,578	\$ 6,578	\$ 1,645	\$ 8,223	95%
301.05-22	Single Audit	Consultant		\$ 28,500		\$ 28,500	\$ 7,125	\$ 35,625	\$ 28,500			\$ 7,125	\$ 35,625	\$ -		\$ -	\$ -	\$ -	100%
301.10-22	Computer & Network Maintenance	Consultant	Encumbered to contract	\$ 20,000		\$ 20,000	\$ 5,000	\$ 25,000	\$ -			\$ -	\$ -	\$ 20,000		\$ 20,000	\$ 5,000	\$ 25,000	0%
301.09-22	Professional Development - Travel/Misc Training Expenses	Training		\$ 2,000		\$ 2,000	\$ 500	\$ 2,500	\$ 1,612			\$ 403	\$ 2,015	\$ 388		\$ 388	\$ 97	\$ 485	
301.15-22	Computer Model Operations & Support	Consultant	Encumbered June 2022	\$ 160,000		\$ 160,000	\$ 40,000	\$ 200,000	\$ -			\$ -	\$ -	\$ 160,000		\$ 160,000	\$ 40,000	\$ 200,000	0%
303.04-22	TDFM Data Purchase	Data		\$ 610,342		\$ 610,342	\$ 152,585	\$ 762,927	\$ 610,342			\$ 152,585	\$ 762,927	\$ -		\$ -	\$ -	\$ -	100%
301.16-22	ORTP 2050	Consultant		\$ -		\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	

2021 OWP AND PRIOR

301.05-20	Accounting System	Consultant	Encumbered to contract with SWK, LLC. Will expend balance in FY22-23	\$ 26,832		\$ 26,832	\$ 6,708	\$ 33,540				\$ -	\$ 26,832		\$ 26,832	\$ 6,708	\$ 33,540	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		\$ 96,198		\$ 96,198	\$ 24,049	\$ 120,247	\$ 96,198			\$ 24,049	\$ 120,247	\$ -		\$ -	\$ -	\$ -	100%
301.15-18	Computer Model	Consultant		\$ 33,839		\$ 33,839	\$ 8,460	\$ 42,299	\$ 33,839			\$ 8,460	\$ 42,299	\$ -		\$ -	\$ -	\$ -	100%
301.15-18	Computer Model - Land Use	Consultant		\$ 20,960		\$ 20,960	\$ 5,240	\$ 26,200	\$ 20,960			\$ 5,240	\$ 26,200	\$ -		\$ -	\$ -	\$ -	100%
301.16-21	ORTP 2045 Technical Support	Consultant		\$ 23,301		\$ 23,301	\$ 5,825	\$ 29,126	\$ 23,301			\$ 5,825	\$ 29,126	\$ (0)		\$ (0)	\$ (0)	\$ (0)	100%
301.16-19	ORTP 2045 Graphic Design	Consultant		\$ 44,639		\$ 44,639	\$ 11,160	\$ 55,799	\$ 28,058		\$ 28,058	\$ 7,015	\$ 35,073	\$ 16,581		\$ 16,581	\$ 4,145	\$ 20,726	63%