



## Memorandum

To: Policy Board Members

From: Mark Garrity, Executive Director

Date: February 28, 2023

### Executive Director's Report

#### ***FY 2023 Overall Work Program (OWP)***

For your information, the OahuMPO 2nd Quarterly Financial Report is attached to the bottom of this document.

#### ***FY 2024-2025 OWP Public Review Draft***

The public and intergovernmental review period for the FY2024-2025 OWP began on February 6 and will close on March 3. We will update it based on feedback received and are planning to submit it to the committees and Policy Board for review and approval in April. As a reminder, the OahuMPO has switched to a two-year budgeting cycle, and so this OWP will be effective for two fiscal years beginning July 1, 2023.

#### ***Transportation Improvement Program (TIP) FFYs 2022-2025 Revision 11***

The public comment period for TIP Revision 11 closed on February 3. Revision 11 contains amendments involving major changes to five existing projects and considerations for ten new projects. We received seven comments, six of which were questions, and one comment was for support of the projects. The comments will be included when TIP Revision 11 is presented to the two committees and the Policy Board for approval in March.

#### ***Oahu Regional Transportation Plan (ORTP) 2050***

An ORTP Working Group meeting was held on February 15, which included our regional partners and stakeholders. The group discussed the tasks and overall timeline for development of the ORTP, with a focus on community engagement and outreach. The Working Group will continue to meet every other month until completion of the ORTP 2050 in spring 2026.

#### ***Oahu Regional Travel Demand Model***

The new regional travel demand model is currently under development and will be available later this year. Regional partners will be given the opportunity to provide input on the model's architecture and specific features that can be used to enhance its usability. A working group will meet next month to begin discussions about model development and improvements. Training related to using the new model will also be held later this year.

### ***2023 Project Management Training Program***

The second session of the Transportation Project Management Training Program was held on Friday, February 24. The session covered Preliminary Engineering Phases 1 and 2, including consultant selection, completion of required documents, and an overview of the National Environmental Policy Act (NEPA) process and Right-of-Way certification. We continue to have good attendance and active participation at the sessions.

### ***Citizens Advisory Committee (CAC)***

The CAC met on Wednesday, February 1, 2023, and held elections for Chair and Vice-Chair. Their Chair for 2023 will be Jo Jordan, and the Vice-Chair will be Katie Rooney.

Their next meeting is scheduled for Wednesday, March 1 at 2:30 p.m.

### ***Technical Advisory Committee (TAC)***

The TAC met on February 10 and received presentations on an update to the Transportation Improvement Program Policies and Procedures, as well as requirements and funding opportunities associated with the new Carbon Reduction Program.

Their next meeting is scheduled for Friday, March 10 at 9:00 a.m.

## OWP Non-Staff Time Expenditures

2023 OWP 7/01/2022 to 12/31/2022 (6 of 12 mos, 50%)				BEGINNING BALANCE (as of 7/01/2022)					EXPENDITURES (7/01/2022 to 12/31/2022)					BALANCE (as of 12/31/2022)					% Expended
Work Element #	Description	Category	Status/Notes	Federal Funds			Local Share	Total	Federal Funds			Local Share	Total	Federal Funds			Local Share	Total	
				FHWA	FTA	Total	OahuMPO-Held		FHWA	FTA	Total	OahuMPO Held		FHWA	FTA	Total	OahuMPO Held		
302.01-23	Overhead (Lease, utilities, p-card, etc)	Overhead			\$ 132,000	\$ 132,000	\$ 33,000	\$ 165,000	\$ -	\$ 72,314	\$ 72,314	\$ 18,078	\$ 90,392	\$ -	\$ 59,686	\$ 59,686	\$ 14,922	\$ 74,608	55%
301.05-23	Single Audit	Consultant	Reimbursement to Staff Auditor's Office	\$ 36,000		\$ 36,000	\$ 9,000	\$ 45,000	\$ 28,500		\$ 28,500	\$ 7,125	\$ 35,625	\$ 7,500		\$ 7,500	\$ 1,875	\$ 9,375	79%
301.05-23	Accounting System Maintenance	Consultant	Plan to transfer in revision	\$ 12,000		\$ 12,000	\$ 3,000	\$ 15,000	\$ -		\$ -	\$ -	\$ -						
301.10-2	Computer & Network Maintenance	Consultant	Plan to transfer in revision	\$ 20,000		\$ 20,000	\$ 5,000	\$ 25,000	\$ -		\$ -	\$ -	\$ -	\$ 20,000		\$ 20,000	\$ 5,000	\$ 25,000	0%
301.20-23	Strategic Plan	Misc	Plan to transfer in revision	\$ 4,400		\$ 4,400	\$ 1,100	\$ 5,500	\$ -		\$ -	\$ -	\$ -						
301.09-23	Professional Development - Travel/Misc Training Expenses for Staff	Training	100% Federal Share	\$ 25,000		\$ 25,000		\$ 25,000	\$ 6,304		\$ 6,304	\$ 1,576	\$ 7,880	\$ 13,696		\$ 13,696	\$ 3,424	\$ 17,120	32%
301.09-23	Workforce Development - Project Management Training Pgm	Training	100% Federal Share	\$ 75,000		\$ 75,000		\$ 75,000	\$ -		\$ -	\$ -	\$ -						
301.15-23	Computer Model Operations & Support	Consultant	Encumbered to contract with Caliper	\$ 160,000		\$ 160,000	\$ 40,000	\$ 200,000	\$ -		\$ -	\$ -	\$ -	\$ 160,000		\$ 160,000	\$ 40,000	\$ 200,000	0%
301.16-23	Public Outreach Software	Software	Metroquest PO in process	\$ 24,000		\$ 24,000	\$ 6,000	\$ 30,000	\$ -		\$ -	\$ -	\$ -						
301.16-23	ORTP 2050	Consultant	Contract with PBR/NN	\$ 215,040		\$ 215,040	\$ 53,760	\$ 268,800	\$ 11,030		\$ 11,030	\$ 2,758	\$ 13,788						
301.16-23	ORTP 2050	Consultant	Contract with Urban Logiq	\$ 92,160		\$ 92,160	\$ 23,040	\$ 115,200	\$ 642		\$ 642	\$ 161	\$ 803	\$ 91,518		\$ 91,518	\$ 22,879	\$ 114,397	1%
<b>2022 OWP AND PRIOR</b>																			
301.05-20	Accounting System	Consultant	SWK, LLC.	\$ 17,072		\$ 17,072	\$ 4,268	\$ 21,340					\$ -	\$ 17,072		\$ 17,072	\$ 4,268	\$ 21,340	0%
301.10-22	Computer and Network Maintenance	Consultant	Paying Xerox via PO	\$ 20,000		\$ 20,000	\$ 5,000	\$ 25,000	\$ 9,820		\$ 9,820	\$ 2,455	\$ 12,275	\$ 10,180		\$ 10,180	\$ 2,545	\$ 12,725	49%
301.15-22	Computer Model	Consultant	Encumbered to contract with Caliper	\$ 160,000		\$ 160,000	\$ 40,000	\$ 200,000	\$ 52,373		\$ 52,373	\$ 13,093	\$ 65,466	\$ 107,627		\$ 107,627	\$ 26,907	\$ 134,534	33%

Costs for non-staff time professional development have been incurred (AMPO Conference, HCPO, for example) but are not reflected here as they are still being processed.

OWP Staff Time Expenditures by Dollar

2023 OWP 7/01/2022 to 12/31/2022 (6 of 12 mos, 50%)		BEGINNING BALANCE (as of 7/01/2022)						EXPENDITURES (7/01/2022 to 12/31/2022)						BALANCE (as of 12/31/2022)						% 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	
301.01-22	Program Admin & Support	\$ 335,646	\$ 49,560	\$ 286,086	\$ 83,911	\$ 83,911	\$ 419,557	\$ 160,581	-	160,581	\$ 40,145	\$ 40,145	\$ 200,726	\$ 175,065	\$ 49,560	\$ 125,505	\$ 43,766	\$ 43,766	\$ 218,831	48%
301.02-22	Gen Tech Assistance	\$ 60,184	\$ 60,184		\$ 15,046	\$ 15,046	\$ 75,230	\$ 56,771	\$ 56,771		\$ 14,193	\$ 14,193	\$ 70,964	\$ 3,413	\$ 3,413		\$ 853	\$ 853	\$ 4,266	94%
301.10-22	Computer & Network Maintenance	\$ 4,322	\$ 4,322		\$ 1,081	\$ 1,081	\$ 5,403	\$ 1,672	\$ 1,672		\$ 418	\$ 418	\$ 2,090	\$ 2,650	\$ 2,650		\$ 663	\$ 663	\$ 3,313	39%
301.09-22	Professional Development	\$ 41,939	\$ 41,939		\$ 10,485	\$ 10,485	\$ 52,424	\$ 21,735	\$ 21,735		\$ 5,434	\$ 5,434	\$ 27,169	\$ 20,204	\$ 20,204		\$ 5,051	\$ 5,051	\$ 25,255	52%
301.03-22	Overall Work Program	\$ 64,118	\$ 64,118		\$ 16,029	\$ 16,029	\$ 80,147	\$ 27,408	\$ 27,408		\$ 6,852	\$ 6,852	\$ 34,260	\$ 36,710	\$ 36,710		\$ 9,177	\$ 9,177	\$ 45,887	43%
301.11-22	Subrecipient Monitoring & Support	\$ 24,331	\$ 24,331		\$ 6,083	\$ 6,083	\$ 30,414	\$ 4,724	\$ 4,724		\$ 1,181	\$ 1,181	\$ 5,905	\$ 19,607	\$ 19,607		\$ 4,902	\$ 4,902	\$ 24,509	19%
301.05-22	Single Audit	\$ 38,804	\$ 38,804		\$ 9,701	\$ 9,701	\$ 48,505	\$ 17,742	\$ 17,742		\$ 4,435	\$ 4,435	\$ 22,177	\$ 21,062	\$ 21,062		\$ 5,266	\$ 5,266	\$ 26,328	46%
301.06-22	Public Participation	\$ 33,565	\$ 33,565		\$ 8,391	\$ 8,391	\$ 41,956	\$ 2,942	\$ 2,942		\$ 736	\$ 736	\$ 3,678	\$ 30,622	\$ 30,622		\$ 7,656	\$ 7,656	\$ 38,278	9%
301.15-22	Computer Model Operations and Support	\$ 36,855	\$ 36,855		\$ 9,214	\$ 9,214	\$ 46,069	\$ 2,111	\$ 2,111		\$ 528	\$ 528	\$ 2,639	\$ 34,744	\$ 34,744		\$ 8,686	\$ 8,686	\$ 43,430	6%
201.04-22	Title VI/EJ	\$ 6,716	\$ 6,716		\$ 1,679	\$ 1,679	\$ 8,395	\$ 2,120	\$ 2,120		\$ 530	\$ 530	\$ 2,650	\$ 4,596	\$ 4,596		\$ 1,149	\$ 1,149	\$ 5,745	32%
301.17-22	Transportation Improvement Program	\$ 31,063	\$ 31,063		\$ 7,766	\$ 7,766	\$ 38,829	\$ 16,696	\$ 16,696		\$ 4,174	\$ 4,174	\$ 20,870	\$ 14,367	\$ 14,367		\$ 3,592	\$ 3,592	\$ 17,959	54%
301.18-22	Transportation Alternatives Set-Aside	\$ 6,214	\$ 6,214		\$ 1,553	\$ 1,553	\$ 7,767	\$ 1,851	\$ 1,851		\$ 463	\$ 463	\$ 2,314	\$ 4,362	\$ 4,362		\$ 1,091	\$ 1,091	\$ 5,453	30%
201.05-22	Congestion Management Process Update	\$ 50,372	\$ 50,372		\$ 12,593	\$ 12,593	\$ 62,965	\$ 19,373	\$ 19,373		\$ 4,843	\$ 4,843	\$ 24,216	\$ 30,999	\$ 30,999		\$ 7,750	\$ 7,750	\$ 38,749	38%
301.16-22	Oahu Regional Transportation Plan	\$ 129,527	\$ 129,527		\$ 32,382	\$ 32,382	\$ 161,909	\$ 30,328	\$ 30,328		\$ 7,582	\$ 7,582	\$ 37,910	\$ 99,199	\$ 99,199		\$ 24,800	\$ 24,800	\$ 123,999	23%
303.03-22	PTO (Holiday, Vacation, Sick)	\$ 165,544	\$ 165,544		\$ 41,386	\$ 41,386	\$ 206,930	\$ 65,703	\$ 65,703		\$ 16,426	\$ 16,426	\$ 82,129	\$ 99,841	\$ 99,841		\$ 24,960	\$ 24,960	\$ 124,801	40%
Total 2023 WE		\$ 1,029,200			\$ 257,300		\$ 1,286,500	\$ 431,758			\$ 107,939		\$ 539,697	\$ 597,442			\$ 149,361		\$ 746,803	42%

OWP Subrecipient Study Expenditures

2023 OWP - Subrecipients 7/01/2022 to 12/31/2022 (6 of 12 mos, 50%)		POP End Date	Subrecipient	BEGINNING BALANCE (All time)			EXPENDITURES (All time)			EXPENDITURES (October 2022 - December 2022)			BALANCE (as of 12/31/2022)			% 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	
<b>Stand Alone Work Elements - Obligated in separate federal project #</b>																
204.16-23	Traffic Signal Optimization & Demand Management	6/30/2025	DTS	\$ 440,000	\$ 110,000	\$ 550,000										0%
204.02-21	Planning for Improved Resilience to Coastal Hazards Through Green Infrastructure	12/31/2023	DLNR	\$ 200,000	\$ 50,000	\$ 250,000										0%
204.03-21	Multimodal Mobility Hub Planning Study	12/31/2024	DLNR	\$ 100,000	\$ 25,000	\$ 125,000										0%
203.18-19	Energy Conservation Emissions Reduction Plan	12/31/2024	DTS/OCCSR	\$ 400,000	\$ 100,000	\$ 500,000	\$ 49,930	\$ 12,483	\$ 62,413			\$ -				12%
204.06-21	Multi-Modal Transit Asset Management Plan Phase 2	7/29/2025	DTS	\$ 760,000	\$ 190,000	\$ 950,000	\$ 262,082	\$ 65,521	\$ 327,603	\$ 12,001	\$ 3,000	\$ 15,001	\$ 497,918	\$ 124,479	\$ 622,397	34%
204.08-22	Active Transportation Monitoring Data Phase II	12/30/2023	DTS	\$ 168,000	\$ 42,000	\$ 210,000	\$ 30,815	\$ 7,704	\$ 38,519			\$ 25,888	\$ 137,185	\$ 34,296	\$ 171,481	18%
204.10-22	Active Transportation Monitoring Data Phase III	12/30/2023	DTS	\$ 160,000	\$ 40,000	\$ 200,000	\$ 41,307	\$ 10,327	\$ 51,634			\$ 47,360	\$ 118,693	\$ 29,673	\$ 148,366	26%
<b>2021 Active Work Elements</b>																
203.19-20	Vision Zero Action Plan	6/30/2024	DTS	\$ 1,008,000	\$ 252,000	\$ 1,260,000	\$ 289,005	\$ 72,251	\$ 361,256			\$ 50,055	\$ 718,995	\$ 179,749	\$ 898,744	29%
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	\$ 162,136	\$ 40,534	\$ 202,670	\$ 3,336	\$ 834	\$ 4,170	\$ 25,864	\$ 6,466	\$ 32,330	86%
	Total 2021 WE			\$ 1,236,000	\$ 309,000	\$ 1,545,000	\$ 451,141	\$ 112,785	\$ 563,926	\$ 3,336	\$ 834	\$ 54,225	\$ 784,859	\$ 196,215	\$ 981,074	
<b>2020 Active Work Elements</b>																
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%
<b>2019 Active Work Elements</b>																
203.09-18	2019 Transit Rider Survey	12/31/2023	DTS	\$ 1,120,000	\$ 280,000	\$ 1,400,000	\$ 884,974	\$ 221,244	\$ 1,106,218	\$ 23,406	\$ 5,851	\$ 29,257	\$ 235,026	\$ 58,756	\$ 293,782	79%
203.12-19	Multi-Modal Transit Asset Management Plan Phase 1	10/31/2022	DTS	\$ 200,000	\$ 50,000	\$ 250,000	\$ 197,894	\$ 49,473	\$ 247,367	\$ 6,146	\$ 1,536	\$ 7,682	\$ 2,106	\$ 527	\$ 2,633	99%
203.14-19	Ala Moana Transit Plaza Alternatives Analysis	12/31/2022	DTS	\$ 400,000	\$ 100,000	\$ 500,000	\$ 374,668	\$ 93,667	\$ 468,335	\$ 47,143	\$ 11,786	\$ 58,929	\$ 25,332	\$ 6,333	\$ 31,665	94%
203.17-19	Kapolei Maintenance Facility & Transit Center Alternatives Analysis	6/30/2022	DTS	\$ 400,000	\$ 100,000	\$ 500,000	\$ 330,038	\$ 82,509	\$ 412,547	\$ 50,375	\$ 12,594	\$ 62,969	\$ 69,962	\$ 17,491	\$ 87,453	83%
	Total 2019 WE			\$ 2,120,000	\$ 530,000	\$ 2,650,000	\$ 1,787,574	\$ 446,893	\$ 2,234,467	\$ 127,070	\$ 31,767	\$ 158,837	\$ 332,426	\$ 83,107	\$ 415,533	