



**DEPT. COMM. NO. 143**

December 20, 2019

The Honorable Ronald D. Kouchi, President  
and Members of the Senate  
Thirtieth State Legislature  
State Capitol, Room #409  
Honolulu, Hawaii 96813

The Honorable Scott K. Saiki, Speaker  
and Member of the House of Representatives  
Thirtieth State Legislature  
State Capitol, Room #409  
Honolulu, Hawaii 96813

Dear President Kouchi, Speaker Saiki, and Members of the Legislature:

**FY2019 Annual Report to the Legislature**

For your information and consideration, and in accordance with Act 132, Session Laws of Hawaii 2015, I am transmitting a copy of OahuMPO's annual report on the activities of OahuMPO staff over the past fiscal year.

In accordance with section 93-16, HRS, the report may be viewed at the Oahu Metropolitan Planning Organization's website at:

[http://www.oahumpo.org/?wpfb\\_dl=1802](http://www.oahumpo.org/?wpfb_dl=1802)

Sincerely,

Alvin K.C. Au  
Executive Director

Attachment

c: Councilmember Brandon Elefante, OahuMPO Policy Board Chair  
Senator Breene Harimoto, OahuMPO Policy Board Vice Chair  
Director Jade Butay, State Department of Transportation  
Director Wes Frysztacki, City Department of Transportation Services  
Executive Director/CEO Andrew Robbins, Honolulu Authority for Rapid Transport

**Oahu Metropolitan Planning Organization**

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# Oahu Metropolitan Planning Organization

FY 2019

Report to  
Hawaii Legislature 30<sup>th</sup> Biennium,  
Second Year

Required under  
Act 132, Session Laws of Hawaii 2015

December 20, 2019

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United States Department of Transportation.  
The views and opinions of the agency expressed herein do not necessarily state or reflect those  
of the United States Department of Transportation.*

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# Oahu Metropolitan Planning Organization

## Introduction and Authority

The Federal Surface Transportation Assistance Act of 1973<sup>1</sup> required the formation of a metropolitan planning organization (MPO) for any urbanized area with a population greater than 50,000. Those municipalities with a population greater than 200,000 are further designated as a Transportation Management Area (TMA)<sup>2</sup>. Oahu Metropolitan Planning Organization (OahuMPO) is a TMA.

OahuMPO was redesignated by the Governor, effective June 17, 2015. The Designation Agreement was signed by the Governor of the State of Hawaii and Chairperson of the City Council of the City and County of Honolulu. Act 132, Session Laws of Hawaii 2015 repealed Chapter 279E of the Hawaii Revised Statutes (HRS) and conforms to and is consistent with the requirements of Title 23 United States Code (U.S.C.) Section 134, Title 49 U.S.C. Section 5305(d), and 23 Code of Federal Regulations (CFR) Subpart C and 2 CFR 200. The Act was signed by the Governor on June 19, 2015 and became effective on July 1, 2015.

OahuMPO is responsible for coordinating a comprehensive, cooperative, and continuing (3-C) transportation planning process. By Federal statute<sup>3</sup> the OahuMPO is its Policy Board, which is served by an appointed Executive Director and staff as well as advisory committees. Participating agencies include the City and County of Honolulu, the State of Hawaii, and the Honolulu Authority for Rapid Transportation (HART).

### About This Report

This report is a summary of OahuMPO staff activities and subrecipient study activities for State Fiscal Year 2019 from July 1, 2018 through June 30, 2019<sup>4</sup>.

Overall Work Program work elements that support OahuMPO operations, like those found primarily in Task 1, are budgeted and approved annually by the Policy Board, the Federal Highway Administration and the Federal Transit Administration.

Special studies like those found primarily in Tasks 3 are budgeted for the multiple years of work required to complete the scope of the study. **Period of performance** applies to the multi-year studies and indicates when the subrecipient/responsible agency may create obligations (e.g., enter into contracts) and allowable costs may be incurred (e.g., work performed) as provided in 2 CFR 200.71, 200.77, and 200.309

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<sup>1</sup> See 23 CFR Part 450).

<sup>2</sup> As described in 49 U.S.C. 5303(k), and in recognition of the greater complexity of transportation issues in large urban areas, an MPO in a TMA has a stronger voice in setting priorities for implementing projects listed in the transportation improvement program and are responsible for additional planning products. The planning processes in MPOs in TMAs also must be certified by the Secretary of the United States Department of Transportation (USDOT) as being in compliance with Federal requirements.

<sup>3</sup> See 23 CFR 450.104.

<sup>4</sup> Starting with the development of the FY2020 Overall Work Program, Oahu MPO has reorganized its work into four tasks, rather than by work number. This new organization is reflected in this report; work element numbers from past OWPs are included for reference.

## Financial Update

### ➤ Deobligation of Funds Remaining from Prior Years

The work elements listed in Table 1 describe federally-required work performed by the OahuMPO that have remaining balances from OWP FY19 and prior. These funds will be deobligated<sup>5</sup> in Spring 2020 and will be available for obligation in the OWP FY2021.

**Table 1: Deobligation of Work Elements from Prior Years**

Work Element #	Work Element Title	Balance to be Deobligated
201.02-18	Participation Plan Evaluation	\$6,929
201.04-14	Title VI/EJ	\$34,289
201.05-18	Congestion Management Process Update	\$205,223
201.16-17	Comprehensive Data Management Study	\$126,704
202.03-18	Transportation Revenue Forecast & Alt Revenue Exploration	\$245,984
301.02-18	General Technical Assistance & Planning Support	\$24,452
301.03-18	Overall Work Program	\$0
301.04-18	Support for Citizen Advisory Committee	\$15,811
301.04-18	Support for Citizen Advisory Committee	\$48,995
301.04-19	Support for Citizen Advisory Committee & Additional Public Outreach	\$5,000
301.06-18	Public Participation Plan	\$17,292
301.06-19	Public Participation Plan	\$32,510
301.08-18	Disadvantaged Business Enterprise Program	\$3,420
301.09-18	Professional Development	\$46,592
301.10-18	Computer Network & Maintenance	\$9,781
301.10-19	Computer & Network Maintenance	\$64,530
301.11-18	Subrecipient Monitoring	\$42,951
301.11-19	Subrecipient Monitoring	\$30,000
301.12-17	TOD Advisory Committee	\$20,000
301.13-18	Performance-Based Planning	\$21,942
301.13-19	Performance Based Planning	\$48,678
301.14-17	Federal Planning Requirements	\$5,650
301.15-15	Computer Model Operations & Support	\$145,440
301.17-18	Transportation Improvement Program	\$41,014
301.17-19	Transportation Improvement Program	\$80,000
301.18-18	Transportation Alternatives Program	\$4,780
301.19-19	Transportation Alternatives Program	\$4,841
TOTAL		\$1,332,809

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<sup>5</sup> Deobligation releases unexpended funds to the unobligated balance for use in a future work program.

➤ **Deobligation of Planning Studies**

The remaining balances for the projects in Table 2 will be deobligated in Spring 2020. The notes column provides the status of each project.

**Table 2: Deobligation of Planning Studies**

Work Element #	Work Element Title	Balance to be Deobligated	Notes
203.82-11	Separate Left-Turn Phase Alternatives Study	\$34,080	This work is complete. The project has been closed and all payments have been made.
203.16-19	Bikeshare Expansion Plan	\$200,000	This work element was cancelled due to a change in priorities and lack of local match.
202.05-15	Kapalama Sub-Area Multimodal Circulation and Mobility Study	\$63,188	This work is complete. The project has been closed and all payments have been made.
202.01-13	Roadway Surface Conditions Assessment	\$104,917	This study was terminated at the request of the City and County of Honolulu based on information received from FHWA.
202.06-17	ITS Architecture Update	\$200,000	This study was cancelled by DTS.

TOTAL      \$602,185

## Task 1 – MPO Administration and Management

Task Summary: Task I includes, primarily, work elements that support 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 to broadly support continuous, comprehensive and cooperative transportation planning.

**OahuMPO is the responsible agency for all of Task 1.**

### ➤ **Program Administration & Support (301.01-19)**

#### Work Performed/Status:

- The positions of Planning Program Manager, Senior Transportation Planner, Secretary and Intern were all filled during the reporting period. This involved spending substantial administrative time on hiring processes, including revising position descriptions, publicizing job openings, reviewing resumes to screen applicants, identifying candidate evaluation panels, and interviewing and selecting candidates.
- The process for holding regular annual performance reviews for each OahuMPO staff member, based on their anniversary date, was initiated in October 2017 and is ongoing.
- Procedures were developed and documented for various administrative functions.
- Prepared for and attended seven Policy Board meetings, including assisting the Chair in establishing the agenda, developing meeting materials and handouts, preparing PowerPoint presentations, producing minutes, and uploading meeting information to the OahuMPO website.
- Prepared for, attended, produced minutes, and uploaded meeting information to the OahuMPO website for ten Technical Advisory Committee (TAC) meetings. Assisted the TAC Chair in the development of each meeting's agenda.
- Met with new Policy Board and TAC members to provide orientation and educational sessions. These orientation and educational sessions are required by their respective bylaws for representatives to receive voting rights.
- Maintained accurate timesheets and progress reports.
- Maintained memberships in Transportation4America and the Association of MPOs.
- Updated mandated T6 Implementation Plan which feeds into the PPP.

### ➤ **Public Participation Plan (301.06-19)**

#### Work Performed/Status:

- The recommended action items were incorporated more clearly into the Public Participation Plan (PPP) revision draft-in-progress. Incorporation was done in the form of guidelines and requirements.
- Updated PPP draft based on Working Group feedback.
- Presented the PPP Draft in meetings of the PB, TAC and CAC.



➤ **Professional Development (301.09-19)**

Work Performed/Status:

- In FY19, new staff were required to take State of Hawaii procurement training classes to receive procurement authorization.
- Oahu MPO staff-maintained membership in applicable professional associations (e.g., American Planning Association).
- Select OahuMPO staff & Policy Board members attended the following conferences:
  - Hawaii Conference of Planning Officials
  - Association of Metropolitan Planning Organizations Annual Conference
  - American Planning Association Conference
  - National Association of City Transportation Officials
  - National Association of Regional Councils
- Oahu MPO staff participated in online learning (e.g. webinars) provided through FHWA National Highway Institute (NHI), Transportation 4 America, and others.

➤ **Title VI & Environmental Justice Monitoring (201.04-19)**

Work Performed/Status:

- Applied Title VI and Environmental Justice (T6/EJ) GIS evaluation tool to the first bi-annual TIP revisions based on new project costs and updates.
- Incorporated the results into the final TIP document.
- Used American Community Survey data to access geo-locations of target populations for public outreach events for the first phase of public involvement for the ORTP 2045.

➤ **Computer and Network Maintenance (301.10-19)**

Work Performed/Status:

- OceanIt completed requests for access to former staff emails and files.
- Renewed Office 365 licenses (10). OceanIt developing plan for relocation of computers into new office space. Working with OceanIt to clean up old accesses to OahuMPO's network.
- Worked with OceanIt to clean up Office 365 user accesses and on relocation of Work Stations 16 & 19 into new office space.
- New firewall equipment was upgraded and installed.

➤ **Subrecipient Monitoring & Support (301.11-19)**

Work Performed/Status:

- Prepared Subaward Terms for FY2019 OWP-approved projects.
- Provided subrecipients checklists of required tasks
- Monitored subrecipient compliance with applicable federal requirements.
- Coordinated with project managers of studies nearing completion to schedule presentations to committees
- Staff attended and reviewed materials for the following projects:
  - Ala Wai Canal Alternatives Analysis

- Oahu Bike Plan Update
- Developed draft of Subrecipient Monitoring Processes & Procedures as required by the FY18 audit.

➤ **Overall Work Program (301.03-19)**

Work Performed/Status:

- Completed FY 2018 Annual Report.
- Developed the FY 2020 Overall Work Program (OWP); approved by the Federal Highway Administration and the Federal Transit Administration on July 9, 2019.
  - The OWP FY2020 featured a new format and simplified project descriptions.
- Completed a Year of Expenditure analysis on all open OWPs to better understand annual expenditures per work element.

➤ **Support for Citizen Advisory Committee (301.04-19)**

Work Performed/Status:

- Supported eight meetings of the Citizen Advisory Committee including assisting the Chair in establishing the agenda, developing meeting materials and handouts, preparing PowerPoint presentations, producing minutes, and uploading meeting information to the OahuMPO website.
- Meetings covered early involvement, call for work elements, recommendations to the Policy Board, OWP work element presentations, etc.
- Supported Permitted Interaction Groups for the Central Oahu Transportation Study and for the subcommittee on pedestrian safety.

➤ **General Technical Assistance and Planning Support (301.02-19)**

Work Performed/Status:

- Participated in or attended the following transportation related efforts:
  - HDOT SubSTAC meetings
  - Parking Discussions with the Hawaii Community Development Association
  - State Highway Safety Plan meetings
    - An OahuMPO staff member co-chaired the Bike/Ped Emphasis Area committee
  - Trust for Public Lands meetings
  - Meeting with the Hawaii State Energy Office
  - O'ahu Resilience Strategy Update & Climate Action meeting
  - ITE presentation
  - Sustainable Transportation Coalition of Hawaii presentation
  - HDOT Harbors (Honolulu Harbor Master Plan 2050)
  - Tactical Urbanism Workshop
  - Blue Zone Hawaii activities
  - Bikeshare Hawaii Advisory Group
- Processed and responded to comments received from partner agencies in the inter-governmental review process.

- Continued to coordinate with Maui MPO and exchanged information on a wide-range of planning issues.
- Developed an implementation plan to address 2018 Certification Review recommendations and provided an update to the Technical Advisory Committee.

➤ **Single Audit (301.05-19)**

Work Performed/Status:

- Revised contract with accounting consultant Spires to include completing the Financial and Accounting Policies and Procedures, and finalizing and implementing the accounting system.
- Spires completed Financial and Accounting Policies and Procedures in May 2019 after incorporating comments from the OahuMPO.
- Coordinated with Hawaii Department of Transportation<sup>6</sup> and external auditors to provide financial statements for the audit.
- Prepared quarterly financial reports for submission to FHWA/FTA
- Worked to respond to previous audit findings

➤ **Disadvantaged Business Enterprise (301.08-19)**

Work Performed/Status:

- Kept records of payments to DBEs and filed requisite reports on DBE goals and performance.
- Corresponded with HDOT's Civil Rights and DBE coordinators.
- Completed FHWA Uniform DBE Report by May 8, 2019.

➤ **OahuMPO Overhead (Indirect Costs) (302.01-19)**

Work Performed/Status:

- Some costs of OahuMPO are indirect in that the costs are inherently part of all projects and work elements, such as the cost of renting office space, for example. This Work Element covers all indirect overhead costs of OahuMPO.
- Initiated expansion and negotiation of additional office space to accommodate a full staff and provide space for Policy Board meetings.
- Performed a review and reduction of obsolete and unused inventory.
- Coordinated the execution of a new lease and the replacement of office carpet.
- Purchased one Microsoft (MS) Surface Pro and three MS Surface GOs for Public Participation Events charged to this work element.
- Signed a five-year Xerox Lease and provided staff training on capabilities of new machine.

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<sup>6</sup> All fiscal and financial support for OahuMPO's "back office" for cash flow purposes is done by the HDOT Business Management Office, including all payments to contractors and service providers, and requests for reimbursement from FHWA and FTA.

➤ **Task 1 Financial Information**

<b>Work Element</b>	<b>Work Element Title</b>	<b>Total Budget As of 7/1/18</b>	<b>Total Funds Expended thru 6/30/19</b>	<b>Total Funds Remaining as of 6/30/19</b>	<b>Notes</b>
301.01	Program Administration & Support	\$400,030	\$387,986	\$12,044	
301.06	Public Participation Plan	\$32,510	\$928	\$31,582	
301.09	Professional Development	\$48,240	\$12,259	\$35,981	
201.04	Title VI & Environmental Justice Monitoring	\$9,690	\$4,072	\$5,618	
301.1	Computer Network & Maintenance	\$64,530	\$1,891	\$62,639	
301.11	Subrecipient Monitoring & Support	\$30,000	\$5,702	\$24,298	
301.03	Overall Work Program	\$57,035	\$59,597	-\$2,562	
301.04	Support for Citizen Advisory Committee	\$5,000	\$11,911	-\$6,911	Incorporated into 301.01 starting in OWP FY2020
301.02	General Technical Assistance & Planning Support	\$129,150	\$15,539	\$113,611	
301.05	Single Audit - Staff Time	\$82,000	\$44,277	\$37,723	
301.05	Single Audit - Spires	\$25,852	\$39,287	\$52,909	Funds were added to Spires' contract in 2019
301.05	Single Audit - Auditor	\$40,000	\$20,000	\$20,000	
301.08	Disadvantaged Business Enterprise Program	\$3,420	\$0	\$3,420	
302.01	Overhead (Indirect Costs) 2019	\$226,000	\$156,694	\$69,306	
301.14	Federal Planning Requirements <sup>7</sup>	\$70,000	\$217	\$69,783	Incorporated into various work elements starting in OWP FY2020
301.12	TOD Advisory Committee <sup>8</sup>	\$20,000	\$0	\$20,000	Incorporated into 301.01 starting in OWP FY2020

<sup>7</sup> Work related to federal planning requirements was tracked under the work products to which those requirements apply. It is unnecessary to track this work in a separate work element going forward.

<sup>8</sup> No work was done to support a TOD Advisory Committee in the reporting period.

## Task 2 – Data Development and Maintenance

Task Summary: The objective of Task 2 is to create, update, and maintain spatial information, demographic data, and analyses to support planning efforts.

### ➤ **Comprehensive Data Management & Sharing Study (201.16-17)**

Responsible agency: OahuMPO

Work Performed/Status:

- OahuMPO executed a contract for this study in FY17
- OahuMPO found the quality of the August 2018 interim deliverables unsatisfactory and chose to terminate the contract with the consultant.
- This study has been further delayed by a vacancy in the Transportation Impact Analyst position.
- OahuMPO aims to start work in 2020.

### ➤ **Performance Based Planning (301.13-19)**

Responsible agency: OahuMPO

Work Performed/Status:

- The OahuMPO continually looks to update its planning processes per federal performance guidelines.
- OahuMPO responded to federal performance measures targets for pavement & bridge condition, freight, national highway system performance, safety, and transit asset management. The OahuMPO Policy Board chose to adopt HDOT's performance targets in each of these areas.

### ➤ **Computer Model Operation & Support (301.15-19)**

Responsible agency: OahuMPO

Work Performed/Status:

- Travel Demand Forecasting Model (TDFM)
  - Working with WSP to update the TDFM for the 2045 Oahu Regional Transportation Plan (ORTP).
  - Hosted meetings and trainings with partner agencies
  - Presented to the Policy Board on progress updating the model
- Land use model
  - The Department of Planning and Permitting is the responsible agency.
  - DPP provided OahuMPO one update during the reporting period.
  - DPP is working to prepare model inputs for the TDFM.

➤ **2019 Transit Rider Survey Project (203.09-18)**

Responsible agency: HART/DTS

Work Performed/Status:

- The local match was approved by Honolulu City Council in June 2019.

Key Dates:

- Effective date (notice to proceed for federal funds): September 13, 2018
- Period of performance end date: June 30, 2022

➤ **Task 2 Financial Information**

Work Element	Work Element Title	Total Budget As of 7/1/18	Total Funds Expended thru 6/30/19	Total Funds Remaining as of 6/30/19	Notes
201.16	Comprehensive Data Management and Sharing Study - Staff Time	\$18,975	\$3,560	\$15,415	
201.16	Comprehensive Data Management and Sharing Study - Consultant	\$149,648	\$6,694	\$142,954	
301.13	Performance-Based Planning	\$50,050	\$3,850	\$46,200	Incorporated into various work elements starting in OWP FY2020
301.15	Computer Model Operations & Support - Staff Time	\$139,200	\$5,729	\$133,471	
301.15	Computer Model Operations & Support - <b>WSP Contract</b>	\$221,127	\$85,999	\$135,127	
301.15	Computer Model Operations & Support - <b>UrbanSim Contract</b>	\$212,600	\$201,400	\$11,200	
203.09-18	Transit Rider Survey Project	\$1,400,000	\$0	\$1,400,000	

## Task 3 – Short Range Planning

Task Summary: The objective of Task 3 is to perform the required short-range transportation planning activities which will assist in the development of long-range programs and on-going projects. Short range planning is generally defined as four years or less.

### ➤ Transportation Improvement Program (TIP) (301.17-19)

Responsible Agency: OahuMPO

Work Performed/Status:

- Included the results from the Congestion Management Process (CMP) of implementing all FFYs 2019-2022 TIP projects into the TIP document <https://www.oahumpo.org/plans-and-programs/transportation-improvement-program-tip/ffys-2019-2022-tip-congestion-management-process/>
- Started and completed the first bi-annual TIP revision cycle with partner agencies (HDOT, DTS, HART).
- Released the FFYs 2019-2022 and all TIP amendments for intergovernmental and public review. All comments and questions received, as well as their responses were documented in the appropriate TIP documents
- Conducted Title VI/EJ analyses for all TIP amendments
- Held 3 TIP outreach events to gather input on projects in the FFYs 2019-2022 TIP

### ➤ Transportation Alternatives Program Coordination (301.18-19)

Responsible agency: OahuMPO

Work Performed/Status:

- Participated in Bikeshare Hawaii working group meetings, Met with HDOT, DTS, HART, and Bikeshare Hawaii to discuss project status
- Held internal meeting to discuss potential call for projects in FY2020 and updating evaluation criteria

### ➤ Transit Fares Scenario Modeling Study (203.08-18)

Responsible agency: Honolulu Authority for Rapid Transportation

Work Performed/Status: No progress report provided for the reporting period. Work on this project is complete. The work element will be closed out pending receipt of the final invoice.

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

Responsible agency: Department of Transportation Services

Work Performed/Status:

- Subaward Terms were issued by OahuMPO on 12/15/16
- The \$150,000 local match was secured in December 2018 and an RFP was issued on 4/26/19.
- Consultant contract awarded on 6/28/19.
- Period of performance end date: June 30, 2022

➤ **Oahu Coastal Communities Evacuation Plan – Phase 2 (206.02-18)**

Responsible agency: Department of Transportation Services/Department of Emergency Management

Work Performed/Status:

- No progress report provided for the reporting period.
- Period of performance end date: December 6, 2019

➤ **Ala Wai Canal Bridge Alternatives Analysis (203.10-18)**

Responsible agency: Department of Transportation Services

Work Performed/Status:

- Task 1, Project Management, is 99% complete including project schedule and billing, kick off meetings with Community and TAC, branding and communications development.
- Task 2, Origin to Destination Public Opinion Survey, was 100% completed.
- Task 3, Objective Setting and Document Review progressed from 51% complete to 100% complete. Specific subtasks accomplished include review of local policy documents, Bridge Precedent Study, as well as refinement of project purpose and need statement.
- Task 4, Identification of General Travel Corridor or General Modal Definitions was completed. This included adapting Bridge Use Forecast narrative and graphics for final report.
- Task 5, Preliminary Screening of Alternatives was completed. This included an evaluation methodology, use forecast, screening of alignment alternatives, screening of bridge type alternatives and cost estimates for highest scoring bridge types.
- Task to eliminate unreasonable alternatives was completed.
- Task 7, Environmental Setting Description, was completed. Work products from this task were for use in the FHWA SmartTRAC proposal.
- Task 8, Preliminary ID of environmental impacts and mitigation was completed.
- Task 9, Agency & Public Involvement, is 93% complete. Specific accomplishments include Community Kick off, website content, Community Engagement Plan with Ala Pono branding.
- Task 10, Evacuation Modeling and Public Safety Analysis was completed.
- Task 11 to develop project timelines and identify permit requirements was completed.
- Task 12, Alternatives Analysis Report is 60% complete.

Key Dates:

- Effective date (Notice to Proceed for Federal Funds): August 14, 2017
- Local match approved: October 19, 2017
- Period of performance end date: September 30, 2021



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

Responsible agency: Department of Transportation Services

Work Performed/Status:

- In July 2018, the consultant completed data collection which includes travel time data, 24-hour roadway data, and individual intersection count data. The consultant submitted a draft study report to DTS for review and comments for the Downtown/Chinatown area on November 1, 2018.
- Effective Date (Notice to proceed for Federal Funds): August 27, 2015
- Notice to proceed to consultant: August 2017
- Period of performance end date: June 30, 2022

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

Responsible agency: Department of Transportation Services

Work Performed/Status:

- Subaward Terms were issued by OahuMPO on 12/15/16.
- The local match of \$150,000 was secured in December 2018
- An RFP was issued 4/26/19.
- Consultant contract awarded on 6/28/19.
- Period of performance end date: June 30, 2021

➤ **Waikiki Loading Zone Management Study (203.11-19)**

Responsible agency: Department of Transportation Services

Work Performed/Status:

- Local match was approved on April 10, 2019
- Consultant contract award was issued on June 28, 2019
- Period of performance end date: June 30, 2022

➤ **Multi-Modal Transit Asset Management Plan (203.12-19)**

Responsible agency: Department of Transportation Services

Work Performed/Status:

- Work did not begin during the reporting period due to lack of local match.
- Period of performance end date: June 30, 2022

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

Responsible agency: Department of Transportation Services

Work Performed/Status:

- Work did not begin during the reporting period due to lack of local match.
- Period of performance end date: June 30, 2022

➤ **Ala Moana Transit Center Alternatives Analysis (203.14-19)**

Responsible agency: Department of Transportation Services

Work Performed/Status:

- Work did not begin during the reporting period due to lack of local match.
- Period of performance end date: June 30, 2022

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

Responsible agency: Department of Transportation Services

Work Performed/Status:

- Work did not begin during the reporting period due to lack of local match.
- Period of performance end date: June 30, 2022

➤ **Energy Conservation and Emissions Reduction Plan (203.18-19)**

Responsible Agency: Department of Transportation Services/Office of Climate Change, Sustainability and Resiliency

Work performed/Status:

- No progress report provided for the reporting period.
- Period of performance end date: June 30, 2022

➤ **Ewa Impact Fees for Traffic & Roadway Improvements Update Study**

Responsible agency: Department of Transportation Services

Work Performed/Status:

- Close Out and Verification Report approved by the City and final invoice submitted to OahuMPO on 7/9/19 and 8/29/19.
- Presented to the PB on 2/26/19 [http://www.oahumpo.org/?wpfb\\_dl=1505](http://www.oahumpo.org/?wpfb_dl=1505)
- Ewa Transportation Impact Fee Program Update: Final Compilation Report: [http://www4.honolulu.gov/docushare/dsweb/Get/Document-205934/Ewa%20Final%20Report\\_2017%20Update\\_20171005.pdf](http://www4.honolulu.gov/docushare/dsweb/Get/Document-205934/Ewa%20Final%20Report_2017%20Update_20171005.pdf)
- It was transmitted to council as Departmental Communication: D-0329(18). [http://www4.honolulu.gov/docushare/dsweb/Get/Document-206072/Ewa\\_20Final\\_20Report\\_2017\\_20Update\\_20171005%5b1%5d.pdf](http://www4.honolulu.gov/docushare/dsweb/Get/Document-206072/Ewa_20Final_20Report_2017_20Update_20171005%5b1%5d.pdf)

➤ **Task 3 Financial Information**

<b>Work Element</b>	<b>Work Element Title</b>	<b>Total Budget As of 7/1/18</b>	<b>Total Funds Expended thru 6/30/19</b>	<b>Total Funds Remaining as of 6/30/19</b>	<b>Notes</b>
301.17	Transportation Improvement Program	\$80,000	\$32,133	\$47,867	
301.18	Transportation Alternatives Program	\$7,040	\$3,274	\$3,766	
203.08-18	Transit Fares Scenario Modeling Study	\$130,000	TBD	TBD	The work is complete. Close out is pending receipt of final invoice.
203.06-18	Oahu Mass Transit Joint Operational Study	\$302,400	\$0	\$302,400	
206.02-18	Oahu Coastal Communities Evacuation Planning	\$517,014	\$375,836	\$141,178	
203.10-18	Ala Wai Canal Bridge Alternative Analysis	\$500,000	\$384,316	\$115,684	
203.03-18	PM Peak Period Tow-Away Zone Time Modifications	\$197,500	\$80,134	\$117,366	
203.07-18	Review and Update of Planned Rights-of-Way	\$500,000	\$0	\$500,000	
203.11-19	Waikiki Loading Zone Management Study	\$235,000	\$0	\$235,000	
203.12-19	Multi-Modal Transit Asset Management Plan	\$250,000	\$0	\$250,000	
203.13-19	Royal Kunia Public Transit and Day Care Facility Master Plan	\$500,000	\$0	\$500,000	
203.14-19	Ala Moana Transit Plaza Alternatives Analysis	\$500,000	\$0	\$500,000	
203.17-19	Kapolei Maintenance Facility & Transit Center Alternatives Analysis	\$500,000	\$0	\$500,000	
203.18-19	Energy Conservation and Emissions Reduction Plan	\$500,000	\$0	\$500,000	
203.75-09/14	Ewa Impact Fees for Traffic & Roadway Improvements Update Study	\$23,543	\$23,543	\$0	

## Task 4 – Long Range Planning

Task Summary: The objective of Task 4 is 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 greater than four-year planning horizon.

### ➤ [Oahu Regional Transportation Plan \(301.16-19\)](#)

Responsible agency: OahuMPO

Work Performed/Status:

- OahuMPO created several working groups to manage various tasks associated with the ORTP, such as the CMP, project costing, and revenue forecasting.
- The Jacobs consulting team is assisting on the technical tasks and the DTL consulting team is assisting on the graphic design and outreach tasks.
- The ORTP kicked off in fall 2018 with staff reviewing existing plans from partner agencies and conducting initial data collection and analysis.
- Prepared for and executed many pop-up outreach events to gauge people's transportation goals and vision for their transportation future.
- Provided guidance to DTL for the graphic design of ORTP materials.
- Prepared existing conditions data.
- Conducted focus groups to gauge people's transportation goals and vision for their transportation future.
- Held two working group meetings to discuss goals and vision.
- Prepared and executed 2 ORTP revenue forecasting meeting.

### ➤ **Congestion Management Process Update (201.05-19)**

Responsible agency: OahuMPO

Work Performed/Status:

- OahuMPO has assembled a Project Working Group comprising technical staff from HDOT, DTS, and HART to inform the update of the Congestion Management Process.
- The consultant has begun the task of documenting existing conditions and exploring CMP best practices at peer MPOs.
- Prepared for and executed CMP working group meeting.

### ➤ [Oahu Bike Plan Update \(202.07-18\)](#)

Responsible agency: Department of Transportation Services

Work Performed/Status:

- The final community meeting was held on November 14, 2018.
- The consultant compiled the comments from the public meeting and integrated them into the plan where possible.
- The consultant finalized the facility design guide portion of the plan and the bicycle network.

- The 2019 draft Final Plan was completed and posted for public comment in May 2019.
- The final plan was presented to the CAC and TAC in September 2019 and will be finalized before the end of the year.
- Period of performance end date: June 30, 2019

➤ **Farrington Highway Makaha Beach Park Realignment Feasibility Study (202.14-18)**

Responsible agency: OahuMPO

Work Performed/Status:

- Consultants prepared drafts of the project management plan and public involvement plan,
- OahuMPO reviewed and commented, and both documents have been finalized
- Consultants surveyed study area for existing conditions report, and submitted draft for OahuMPO to review
- OahuMPO reviewed the existing conditions report and provided comments
- Scheduled first Agency Working Group for January 2020 to review the existing conditions report
- This project has experienced delays due to difficulties with obtaining right of entry to conduct the existing conditions survey
- Period performance end date: June 30, 2022

➤ **Central Oahu Transportation Study (202.02-18)**

Responsible agency: OahuMPO

Work Performed/Status:

In addition to the existing study area from the previous annual report, OahuMPO decided to expand the study area to include the entirety of Wahiawa and Whitmore Village, due to concerns expressed by community members. Those work products related to the additional scope are Deliverables W-1, W-2, W-3, and W-4.

The consultant prepared, and OahuMPO staff reviewed and provided comments for, the following work products:

- [Deliverable F, Task 6: Application of Performance Measures and Feasibility Assessment](#)
- [Deliverable G, Task 7: Benefit Cost Analysis](#)
- [Deliverable H-1, Packages of Projects and Strategies to Address the Three Central Oahu Transportation Study Project Goals](#)
- [Deliverable W-1, Trends and Issues for the Wahiawā/Whitmore Village Area](#)
- [Deliverable W-2, Project Description and Evaluation of Potential Projects in the Wahiawā/Whitmore Village Area](#)
- [Deliverable W-3, Benefit Cost Analysis of Potential Projects in the Wahiawā/Whitmore Village Area](#)
- [Deliverable W-4, Final Report on Prioritization and Recommendations for Implementation of the Wahiawā/Whitmore Village Projects](#)
- Deliverable H-2, Final Report on Central Oahu Transportation Study
- [DRAFT Deliverable I: Summary of Community Input](#)

The following public participation activities took place:

- Presentation to Neighborhood Boards (Wahiawa/Whitmore Village, Mililani Mauka/Launani Valley, Pearl City, Waipahu, Mililani/Waipio/Melemanu) to update community members on the study and/or solicit input on preferred projects
- Community engagement events to collect project preferences through the whole study area
- Community engagement events to discuss with Wahiawa/Whitmore Village residents' transportation concerns, review project ideas, and gauge community project preferences
- Wrote and distributed surveys via online and in-person to gauge the public's project preferences
- Facilitated and executed several Central Oahu Transportation Study Permitted Interaction Group meetings

OahuMPO and their consultants presented the Central Oahu Transportation Study report to the TAC, CAC, and Policy Board. The Policy Board voted to accept the Central Oahu Transportation Study as evidence that the work was carried out and directed staff to take the study recommendations into consideration in the development of the OahuMPO's Oahu Regional Transportation Plan (ORTP).

➤ **Task 4 Financial Information**

Work Element	Work Element Title	Total Budget As of 7/1/18	Total Funds Expended thru 6/30/19	Total Funds Remaining as of 6/30/19	Notes
301.16	Oahu Regional Transportation Plan - Staff Time	\$75,810	\$104,063	-\$28,253	
301.16	Oahu Regional Transportation Plan - <b>CH2M Hill</b>	\$213,971	\$162,367	\$51,603	This balance carried over into FY20
301.16	Oahu Regional Transportation Plan - <b>DTL</b>	\$195,000	\$81,225	\$113,775	This balance carried over into FY20
201.05	Congestion Management Process Update - Staff Time	\$73,219	\$2,507	\$70,712	
201.05	Congestion Management Process Update - <b>CH2M Hill</b>	\$100,000	\$23,112	\$76,888	This balance carried over into FY20
202.07	Oahu Bike Plan Update	\$97,825	\$60,667	\$37,158	
202.04	Farrington Highway Makaha Beach Park Route 93 Realignment Feasibility Study	\$36,820	\$2,800	\$34,020	
202.02	Central Oahu Transportation Study	\$34,500	\$20,225	\$14,275	