



DEPT. COMM. NO. 226

December 21, 2022

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

The Honorable Scott K. Saiki, Speaker  
and Members of the House of Representatives  
Thirty-Second State Legislature  
State Capitol, Room #431  
Honolulu, Hawaii 96813

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

**FY2022 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 and funding subrecipients 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: [https://www.oahumpo.org/?wpfb\\_dl=2803](https://www.oahumpo.org/?wpfb_dl=2803)

Sincerely,

Mark Garrity  
Executive Director

Attachment

c: Councilmember Radiant Cordero, OahuMPO Policy Board Chair  
Director Ed Sniffen, State of Hawaii Department of Transportation  
Director Roger Morton, City and County of Honolulu Department of Transportation Services  
Executive Director/CEO Lori Kahikina, Honolulu Authority for Rapid Transportation



# Oahu Metropolitan Planning Organization

FY 2022

## Annual Report to Hawaii State Legislature

Required under  
Act 132, Session Laws of Hawaii 2015

December 21, 2022

*This report was funded in part through grants from the  
Federal Highway Administration and Federal Transit Administration,  
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 2022 from July 1, 2021, through June 30, 2022.

Overall Work Program work elements that support OahuMPO operations are budgeted and approved biennially by the Policy Board, the Federal Highway Administration, and the Federal Transit Administration.

Starting with the OWP FY2024-2025 cycle, OahuMPO is transitioning to a 2-year Overall Work Program<sup>4</sup>. Until at least 2025 when the existing subrecipient studies are completed, this Annual

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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> Click here for the 2022 update to the OWP Processes & Procedures:  
[https://www.oahumpo.org/?wpfb\\_dl=2792](https://www.oahumpo.org/?wpfb_dl=2792)

Report will continue to provide updates on subrecipient planning studies that were funded in prior year work programs.

## Financial Update – Budget Adjustments

### ➤ **Budget Adjustments**

As of the date of submission of this Annual Report, OahuMPO completed three revisions of the OWP FY2022. Revision #1 was an amendment that added two subrecipient work elements and Revision #2 was an administrative modification that moved funds between approved work elements. The movement of funds between work elements in Revision #2 is documented in the “Budget Adjustments” column in the financial tables at the end of this report.

[Revision #1](#) was an amendment that deleted the Mass Transit Joint Feasibility Study, reduced funds obligated for the Transportation Demand Management Plan, and canceled two programmed subrecipient studies.

[Revision #2](#) was an amendment that adjusted the staff time budget to accommodate staffing changes, transferred balances from closed or expired consultant contracts to the travel demand forecasting model data purchase budget and deleted programmed studies as requested by the responsible agencies.

[Revision #3](#) was an administrative modification that transferred funds between staff time work elements, transferred funds into the non-staff time Professional Development work element and into the Travel Demand Forecasting Model work element.

## Task 1 – MPO Administration and Management

Task Summary: Task I primarily includes 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 the continuing, comprehensive and cooperative transportation planning process on Oahu.

The OahuMPO is responsible for Task 1 work and the work elements were on-going from July 1, 2021 through June 30, 2022.

### ➤ Program Administration & Management

#### Program Administration & Support

- Management of Policy Board, Technical Advisory Committee and Citizen Advisory Committee including providing staff support at the monthly meetings, developing the agenda with the committee chair, developing meeting materials and handouts, preparing PowerPoint presentations, producing minutes, posting meeting information and materials to the OahuMPO website, and developing and implementing protocols and procedures for virtual meetings.
  - Included updates to the PB and TAC Orientation/Refresher Course
  - Included elections for both the TAC and CAC
- Provided mandatory orientation sessions for new Policy Board and Technical Advisory Committee members which are required by their bylaws before new members receive voting rights.
- Maintained timesheets and progress reports for use in budget development and personnel leave tracking.
- Tracked and ensured completion of annual reviews for OahuMPO staff as recommended by FHWA/FTA certification reviews
- Coordinated with HDOT Personnel on leaves, vacation, and employee status updates/changes, timesheets, union raises, etc.
- Filled short-term intern position
- Ensured compliance with Sunshine Law
- Ensured compliance with Ethics Commission
- Complete required PIA annual and OIP annual & bi-annual reports
- Prepared FY2021 Final Audit Report summary memo and managed disbursement

#### Professional Development

- OahuMPO staff attended the following trainings and conferences:
  - AMPO Planning Tools and Training Symposium

#### Computer & Network Maintenance

- Procured and onboarded a new 3rd party IT vendor
- Purchased new computer equipment
- Implemented E-sign on ETS' Adobe platform

## **Office Management**

- Managed and maintained office equipment and software updates

## **General Technical Assistance**

- OahuMPO staff attended the following meetings:
  - SUBSTAC meetings on behalf of OahuMPO
  - State Highway Safety Plan meetings
  - Statewide Safe Routes to School Working Group
  - Statewide TOD Working Group
- Updated the Finance Supplemental Agreement

## **Strategic Plan**

- Distributed a Strategic Plan survey to the Policy Board asking about their views on OahuMPO and understanding of federal transportation policies and procedures
- Reviewed past efforts and discussed Strategic Plan process and options with Policy Board Chair

## **Disadvantaged Business Enterprise**

- 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 on a quarterly basis.

## ➤ **OWP Development & Management**

- Completed the FY2021 Annual Report
- Developed the FY2023 Overall Work Program (OWP):
  - Call for projects
  - Public and intergovernmental review period
  - Two cycles of presentations to OahuMPO committees
  - The OWP was endorsed by the OahuMPO Policy Board and approved by the Federal Highway Administration and the Federal Transit Administration on August 3, 2022.
- Completed three revisions to the OWP FY2022, two amendments requiring intergovernmental review and PB approval and one administrative modification. Incorporated revision changes into main OWP document and posted all revision documents to the website.
- Completed the FTA Grant Application for metropolitan planning program funds (5305)
- Monitored the FY2022 budget monthly



➤ **Grant Management/Subrecipient Monitoring**

- Prepared Subaward Terms for Active Transportation Monitoring Data Phases II and III, and Energy Conservation and Emissions Reduction Plan
- Worked with the Attorney General's Office to develop an MOA to provide planning funds to DLNR for the Multimodal Mobility Hub Planning Study and Planning for Improved Resilience to Coastal Hazards through Green Infrastructure
- Completed pre-award risk assessments prior to issuing subawards
- Maintained subrecipient monitoring reports for the Single Audit
- Updated Subaward Terms for previously obligated projects as needed.
- Monitored changes to 2 CFR 200 to ensure that OahuMPO templates are compliant
- Monitored subrecipient compliance with applicable federal requirements.
- Coordinated with project managers of studies nearing completion to schedule presentations to committees
- Served on the evaluation committee for the Energy Conservation Emissions Reduction Plan.
- Coordinated with subrecipients on the close out and final billing for completed projects.
- Reviewed invoices for subrecipient studies
- Implemented the use of e-sign for the approval of subrecipient invoices

➤ **Single Audit**

- Readied the automated accounting system through coordination/training with SWK LLC for a go live date to start at the beginning of the next fiscal year (FY2023).
- Coordinated with Accuity LLC (external auditors) and HDOT to provide financial statements, contract copies and personnel information for the FY2021 audit. The FY2021 audit received no findings.
- Quarterly financial reports for submission to FHWA/FTA
- Quarterly DBE reports for submission to FHWA/FTA
- Coordinated with internal planners for solicitation/procurement of new contracts as well as revisions to existing contracts.
- Coordinated with the Executive Director and Office Manager in the solicitation/procurement/implementation of computer maintenance/IT contract.
- Coordinated with FHWA, FTA, HDOT and internal personnel for proper distribution of FY22 Grants.

➤ **Public Participation**

- The Public Participation Plan was approved by the Policy Board in March 2022.

- OahuMPO Transportation Planner, Samantha Lara, accompanied FHWA staff to the Malama Makers Market in Haleiwa to conduct public outreach.
- OMPO staff is currently restructuring the MPO website to be more user friendly and informative for residents and visitors of Oahu with the intention of providing useful information on how to participate in transportation planning and utilize public transit on the island
- The MPO is planning on utilizing the engagement software, Metroquest, to engage the community in the planning process of the Oahu Regional Transportation Plan 2050 in the coming years

## 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.

### ➤ 2019 Transit Rider Survey

Responsible agency: DTS

Work Performed/Status:

- Work completed to date
  - On-to-off (OTO) data collection
  - Onboard survey (OBS) data collection
  - Market research survey (MRS) data collection
- Work with substantial progress (more than 75% completion).
  - MRS final report
  - SPS instrument development

Project schedule: July 1, 2018 – December 31, 2023

### ➤ Computer Model Operations and Support

Responsible agency: OahuMPO

Work Performed/Status:

#### **Travel Demand Forecasting Model (TDFM)**

- Hosted a working group meeting in July 2021 to discuss considerations for designing the next version of the model
- Executed a two-year contract the Caliper Corporation in May 2022 and issued a notice to proceed in June 2022 to develop a new TDFM
  - Scope of work includes but is not limited to model development and improvement, operating a TDFM, and model diagnostics and repair with work

#### **National Household Travel Survey (NHTS)**

- Commenced preparatory work on the next generation National Household Travel Survey (NHTS) with the Federal Highway Administration to be conducted on Oahu aimed at better understanding how people travel
- Results will help officials and planners determine where and how to make transportation investments, such as bridges and roads as well as facilities for bicycling, walking and transit

➤ **Title VI Environmental Justice Analysis**

Responsible agency: OahuMPO  
Work Performed/Status:

- The Title VI/EJ Implementation Plan was updated and approved by the Policy Board in September 2022. The Plan was forwarded to the Title VI/EJ office and updated on the MPO website.

➤ **Active Transportation Monitoring Program Phases I, II, III**

Responsible agency: DTS  
Work Performed/Status:

Phase 1: background document review, site visits, equipment acquisition, and engineering drawings have been completed. Draft permit documents were developed. Final plans for the 9 sites included in this phase were completed.

Phases 2 and 3 Notice to Proceed was issued November 5, 2021 with work fully underway by January 1, 2022. Background document review, site visits, and preliminary engineering drawings have been completed. Draft permit documents were developed.

The phases of this work element differ only based on the locations of the bike/ped counters.

Project schedule:

Phase 1: August 6, 2020 – June 30, 2024

Phases 2 and 3: August 10, 2021 – October 28, 2023

➤ **Work Where You Live**

Responsible agency: DTS and OPSD

Work Performed/Status:

This work element was completed in December 2021

Final reports:

[City and County of Honolulu Final Report](#)

[State of Hawaii Final Report](#)

[Telework Best Practices Report](#)

Project schedule: February 10, 2021 – June 30, 2023

## Task 3 – Short Range Planning by OahuMPO

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 plans and on-going projects. Short range planning is generally defined as four years or less.

### ➤ **Transportation Improvement Program (TIP)**

The last revision (Revision #21) to the federal fiscal years (FFYs) 2019-2022 TIP was completed in July 2021. The FFYs 2022-2025 TIP was approved by the Policy Board in July 2021 and has been revised six times through June 2022. The annual listing of obligated projects was published on the OahuMPO website in December 2021.

Work Performed:

- Completed FFYs 2019-2022 TIP Revision #21 in cooperation with HDOT, DTS, and HART in July 2021
- Presented the FFYs 2022-2025 TIP to the Citizen Advisory Committee, Technical Advisory Committee, and Policy Board in July 2021
- Completed six FFYs 2022-2025 TIP revisions in cooperation with HDOT, DTS, and HART
  - Evaluated submitted projects using the project and program prioritization process along with technical analysis including:
    - Congestion Management Process (CMP)
    - Performance-Based Planning and Programming (PBPP)
    - Title VI and Environmental Justice (T6/EJ) analysis
  - Developed the financial plan and fiscal constraint with assistance from HDOT, DTS, and HART
  - Developed location maps for each project
  - Developed the draft TIP revisions in consultation with HDOT, DTS, and HART
  - Distributed the draft TIP revisions for public comment and Intergovernmental Review (IGR)
  - Developed and presented the final TIP revisions to the CAC, TAC, and Policy Board (Amendments only)
  - Provided final TIP revisions to the Governor's Designee to include in the STIP
- Developed the annual listing of obligated projects in cooperation with HDOT, DTS, and HART

### ➤ **Transportation Alternatives Program Coordination**

No updates.

## Task 3 – Short Range Planning Studies by Subrecipients

### Transit Studies

#### ➤ **Multi-Modal Transit Asset Management Plan Phase I**

Responsible agency: Department of Transportation Services

Work completed:

##### Inventory and Condition Assessment

The consultant developed a technical memorandum on methods for condition assessment, along with updated condition assessment forms for administrative/maintenance facilities and passenger/parking facilities.

##### Decision Support Tools and Investment Priorities

The consultant provided an overview of FTA's TERM Lite tool, which would be used to project and prioritize DTS' capital replacement needs over the next 20 years, and facilitated a discussion with DTS, OTS, and BFS regarding the assumptions and prioritization criteria that would be used in the TERM Lite model.

##### Implementation Strategy

The draft implementation strategy was updated and incorporated into the draft TAM Plan.

##### Evaluation Plan

The consultant developed a draft evaluation plan matrix tracker for use in tracking progress in relation to ongoing FTA-required TAM activities and other actions identified in the draft implementation strategy and based on the condition assessment results.

##### Public Outreach and Consultation

The consultant developed the public review draft of the TAM Plan, which was released in April 2022. As part of the public outreach, the consultant presented an overview of the draft TAM Plan to the OahuMPO Citizens Advisory Committee (CAC) during the CAC meeting on 5/4/22.

Project schedule: July 1, 2018 – June 30, 2022

#### ➤ **Multi-Modal Transit Asset Management Plan Phase II**

Responsible agency: Department of Transportation Services

Work completed:

##### Inventory and Condition Assessment

*Through a subcontract with Architects Hawaii Ltd. (AHL), the consultant conducted on-site condition assessments of the Pearl City Bus Facility, five transit centers, and three*

*park-and-ride lots during August 2021. The consultant provided a memorandum highlighting key issues identified during the facility inspections, along with the condition assessment forms and associated photos for each facility*

Assessment of TAM Environment

*For the peer comparison portion of this task, the consultant conducted interviews with ten peer agencies regarding their transit asset management (TAM) programs and developed a draft benchmarking report.*

Project schedule: May 7, 2021 – June 29, 2025

➤ **Ala Moana Transit Center Alternatives Analysis**

Responsible agency: Department of Transportation Services

Work Performed/Status:

- Work completed to date
  - Project Charter
  - Project Branding
  - Public Participation Plan
  - Project Steering Committee Meetings
  - Alternatives Analysis
  - Alternative Site Conditions
- Work with substantial progress (more than 75% completion).
  - Project Webpage & Social Media
  - Conceptual Alignment and Site Layouts for LPA
- Work in-progress
  - Environmental & Permitting Issues
  - Budgetary Cost Estimates & Schedule
  - Final Report

Project schedule: July 1, 2018 – December 31, 2022

➤ **Kapolei Maintenance Facility & Transit Center Alternatives Analysis**

Responsible agency: Department of Transportation Services

Work completed:

Completed Deliverables:

- Bi-weekly/monthly meetings.
- Monthly progress reports.
- Programmatic needs memo.
- Secondary stakeholders meeting.
- Evaluation criteria/matrix.
- Conceptual drawings & refined conceptual drawings.
- Project content posted to DTS website.
- Alternatives Analysis Report.



- Executive Summary.
- Description of environmental setting.
- Identification of environmental impacts/mitigation and permit/requirements.
- Project timeline.
- Advanced Planning Project Report.

Project schedule: July 1, 2018 – June 30, 2022

## *Right-Of-Way Study*

### ➤ **Review and Update of Planned Rights of Way for Existing Streets**

Responsible agency: Department of Transportation Services  
Work Performed/Status:

DTS and the project consultant presented to the OahuMPO committees in November 2021 to close out the project.

Final deliverable: [Right of Way for Planned Street Improvements Report](#) (November 2021)

Resources:

[Project Story Map](#): project overview

The below maps show the same data in different formats.

[Interactive Multi-modal map](#)

[In-depth Digital Map](#)

[Digital Swipe Maps](#)

Informational Videos:

[Introduction to Right of Way and Street Types](#) (short video)

[Project Overview and Conclusions](#) (short video)

Project schedule: September 13, 2017 – December 31, 2021

## *Safety Study*

### ➤ **Vision Zero Action Plan**

Responsible agency: Department of Transportation Services  
Work Performed/Status:

Work completed on the Vision Zero Action Plan includes part or all the following:

- Task 1 - project definition, kickoff meeting, branding, vision statement, PMP, steering committee, and progress reports;
- Task 2 - existing conditions, best practices, HCN;
- Task 4 - existing conditions;
- Task 5 - existing conditions/best practices;

- Task 7 - engagement plan; and,
- Task 9 – minor work.

Project schedule: July 1, 2019 – June 30, 2024

## *Transportation Alternatives Studies*

### ➤ **Transportation Demand Management Plan**

Responsible agency: Department of Transportation Services  
Work Performed/Status:

The Existing Conditions Report, the Market Research Report, and the TDM Plan fact sheet were completed and made available on the website. Draft brand guidelines completed. The Administrative Rules for Restricted Parking Zones were drafted as a legislative recommendation. TDM program goals and targets, TDM Plan strategies framework, and a TDM Plan outline are all being developed.

<https://www.honolulu.gov/completestreets/tdm.html>

Project schedule: June 1, 2019 – June 30, 2023

### ➤ **Multimodal Mobility Hub Planning**

Responsible agency: Department of Land and Natural Resources  
Work Performed/Status:

OahuMPO and DLNR executed an MOA on May 3, 2022.

Project schedule: May 3, 2022 – December 31, 2024

## *Mobility Patterns*

### ➤ **Autonomous Vehicle Planning Study**

Responsible agency: Department of Transportation Services  
Work Performed/Status:

- Review of literature ongoing
- SAV Scenario Generation: Two broad scenarios identified to define the parameters to help constrain the possibilities of shared autonomous vehicle use and operation.
- Modeling and analysis
  - Development of models to generate synthetic household travel patterns with SAVs.

Project schedule: July 1, 2019 – June 30, 2024

## Resiliency Studies

### ➤ **Planning for Improved Resilience to Coastal Hazards Through Green Infrastructure**

Responsible agency: Department of Land and Natural Resources  
Work Performed/Status:

OahuMPO and DLNR executed an MOA on May 3, 2022.

Project schedule: May 3, 2022 – December 31, 2023

### ➤ **Energy Conservation Emissions Reduction Plan**

Responsible agency: City and County of Honolulu Department of Climate Change, Sustainability and Resiliency  
Work Performed/Status:

NTP was issued May 20, 2022 so minimal work had been completed before end of FY, on June 30, 2022.

The project kicked off in late May and has been very active in months since overall. Contractors have primarily worked on tasks 1, 7, 9, as well as 2 and 3. Tasks 10, 11 and 12 we have also had initial planning meetings and data transfers on.

Project schedule: September 16, 2021 – December 31, 2024

## 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. OahuMPO is the responsible agency.

### ➤ **Oahu Regional Transportation Plan and Congestion Management Process**

- Collected data on socio-economic and travel developments since the last CMP and ORTP;
- Studied other MPOs for potential areas of improvement to update the CMP and ORTP;
- Procured consultant services for the next update to CMP and ORTP;
- Assembled a stakeholder working group to provide guidance and feedback during process to update ORTP.

## Financial Tables

### OahuMPO Staff Time

W/E #	Title	Cost Category	Work Element Schedule	Budget as of 7/1/2021	Budget Adjustments	Revised Budget	Expenditures as of 6/30/2022	Balance as of 6/30/2022	Percent of budget expended
301.01	Program Administration & Management	Staff Time	SFY2022	\$465,943	-\$15,784	\$450,159	-\$448,432	\$1,727	99.62%
301.02	General Technical Assistance and Planning Support	Staff Time	SFY2022	\$101,847	-\$21,288	\$80,559	-\$79,544	\$1,015	98.74%
301.10	Computer and Network Maintenance	Staff Time	SFY2022	\$0	\$7,566	\$7,566	-\$5,504	\$2,062	72.75%
303.03	Paid Time Off (Sick, Vacation, Holiday)	Staff Time	SFY2022	\$183,684	\$11,529	\$195,213	-\$182,111	\$13,102	93.29%
301.09	Professional Development	Staff Time	SFY2022	\$20,921	-\$12,835	\$8,086	-\$6,550	\$1,536	81.00%
301.03	OWP Development & Management	Staff Time	SFY2022	\$90,189	-\$28,484	\$61,705	-\$61,705	\$0	100%
301.11	Subrecipient Monitoring	Staff Time	SFY2022	\$26,747	-\$8,402	\$18,345	-\$17,213	\$1,132	94%
301.05	Single Audit	Staff Time	SFY2022	\$44,909	-\$13,798	\$31,111	-\$29,313	\$1,798	94%
301.06	Public Participation Plan	Staff Time	SFY2022	\$30,983	-\$10,497	\$20,486	-\$19,013	\$1,473	93%
301.15	Computer Model Operations and Support	Staff Time	SFY2022	\$38,442	\$13,427	\$51,869	-\$50,700	\$1,169	98%
201.04	Title VI Environmental Justice Analysis	Staff Time	SFY2022	\$25,188	-\$11,393	\$13,795	-\$12,683	\$1,112	92%
301.17	Transportation Improvement Program	Staff Time	SFY2022	\$28,049	\$29,062	\$57,111	-\$57,111	\$0	100%
301.19	Transportation Alternatives Program Coordination	Staff Time	SFY2022	\$7,451	-\$5,709	\$1,742	-\$1,636	\$106	94%
301.16	Oahu Regional Transportation Plan	Staff Time	SFY2022	\$95,014	\$9,986	\$105,000	-\$104,171	\$829	99%
201.05	Congestion Management Process Update	Staff Time	SFY2022	\$62,978	-\$36,315	\$26,663	-\$25,205	\$1,458	95%
							-\$1,100,891		

**OahuMPO Non-staff Time**

W/E #	Title	Cost Category	OWP Year (SFY)	Prior Year Budget Remaining	New FY22 Budget as of 7/1/2021	Budget Adjustments	Revised Budget	Expenditures as of 6/30/2022	Balance as of 6/30/2022	Percent of budget expended
301.09-22	Professional Development	Travel, Registration, Conferences	SFY2022			\$2,500	\$2,500	-\$2,015	\$485	81%
301.10-22	Computer and Network Maintenance	Consultant	SFY2022		\$20,000	\$5,000	\$25,000	-\$25,000	\$0	100%
301.05-22	Single Audit - Auditor	Consultant	SFY2022	\$0	\$45,000	-\$9,375	\$35,625	-\$35,625	\$0	100%
301.05-21	Single Audit - SWK Technologies, Inc. (Accounting System)	Consultant	SFY2021	\$0	\$33,540		\$33,540	-\$12,200	\$21,340	36%
301.15-18	Computer Model Operations and Support - Land Use Model	Consultant	SFY2018	\$30,200		-\$4,000	\$26,200	-\$26,200	\$0	100%
	Computer Model Operations and Support - Travel Demand Model Caliper	Consultant	SFY2022		\$200,000		\$200,000	-\$200,000	\$0	100%
301.15	Computer Model Operations and Support - Travel Demand Model WSP	Consultant	Various	\$162,546			\$162,546	-\$162,546	\$0	100%
301.16-21	ORTP - Consultant (Jacobs)	Consultant	SFY2021	\$125,053		-\$95,927	\$29,126	-\$29,126	\$0	100%
301.16	ORTP - Consultant (DTL)	Consultant	Various	\$60,099	\$0	-\$4,300	\$55,799	-\$36,073	\$19,726	65%

302.01-22	Rent, Utilities & Misc Expenses	Overhead	SFY2022		\$165,000	\$9,375	\$174,375	-\$166,152	\$8,223	95%
301.02-21	Gen Tech Assistance - NHI Courses	Training	SFY2021	\$27,206			\$27,206	\$0	\$27,206	0%
303.04-22	Computer Model Operations & Support - TDFM Data Purchase	Data	Various		\$390,000	\$372,927	\$762,927	-\$762,927	\$0	100%

### Subrecipient Studies

Title	Agency	Schedule End Date	Budget as of 7/1/2021	Expenditures as of 6/30/2022	Balance as of 6/30/2022	Percent of budget expended
2019 Transit Rider Survey Project	DTS	12/31/2023	\$1,400,000	-\$767,466	\$632,534	55%
Active Transportation Monitoring Data Phase I	DTS	6/30/2024	\$235,000	-\$122,672	\$112,328	52%
Active Transportation Monitoring Data Phase II	DTS	10/28/2023	\$210,000	\$0	\$210,000	0%
Active Transportation Monitoring Data Phase III	DTS	10/28/2023	\$200,000	\$0	\$200,000	0%
Work Where You Live	DTS/OPSD	6/30/2023	\$100,000	-\$100,000	\$0	100%
Multi-Modal Transit Asset Management Plan - Phase I	DTS	10/31/2022	\$250,000	-\$181,308	\$68,692	73%
Multi-Modal Transit Asset Management Plan - Phase II	DTS	7/29/2025	\$950,000	-\$312,601	\$637,399	33%
Ala Moana Transit Plaza Alternatives Analysis	DTS	12/31/2022	\$500,000	-\$318,488	\$181,512	64%
Kapolei Maintenance Facility & Transit Center Alternatives Analysis	DTS	6/30/2022	\$500,000	-\$349,577	\$150,423	70%
Review and Update of Planned Rights of Way for Existing Streets	DTS	12/31/2021	\$500,000	-\$500,000	\$0	100%
Vision Zero Action Plan	DTS	6/30/2024	\$1,260,000	-\$163,173	\$1,096,827	13%
Transportation Demand Management Plan	DTS	6/30/2023	\$483,354	-\$166,674	\$316,680	34%
Multimodal Mobility Hub Planning	DLNR	12/31/2024	\$125,000	\$0	\$125,000	0%
Autonomous Vehicle Planning Study	HART	6/30/2023	\$50,000	\$0	\$50,000	0%
Planning for Improved Resilience to Coastal Hazards Through Green Infrastructure	DLNR	12/31/2023	\$250,000	\$0	\$250,000	0%
Energy Conservation Emissions Reduction Plan	OCCSR	12/31/2024	\$500,000	\$0	\$500,000	0%

## Revolving Account Report

OahuMPO is required by [Act 132, Session Laws of Hawaii 2015](#) to submit to the legislature annually a detailed accounting of the activities of the revolving account during the reporting period.

### Revenue

#### Revenue

Oahu MPO Revenue - FY2022					
F-FY-ACCT	Proj No	Amount	Doc Type	Opt Data	FY/FM
S-22-338	X99200	37,952.00	JV	JV-017 June 2021 OMPO	202201
<b>July Total</b>		<b>37,952.00</b>			
S-22-338		56.32	JV	OMPO	220202
S-22-338	X99200	41,578.00	JV	JV-049 JULY 2021 OMPO	202202
<b>August Total</b>		<b>41,634.32</b>			
S-22-338	X99200	36,881.00	JV		202203
S-22-338	X99200	35,036.84	JV		202203
<b>September Total</b>		<b>71,917.84</b>			
S-22-338	X99200	39,099.00	JV	JV-085 AUG 2021 OMPO	202204
S-22-338	X99200	3,325.00	JV	JV-092 OMPO AUDIT FY21	202204
S-22-338	X99200	37,408.11	JV		202204
S-22-338	X99200	800	JV		202204
<b>October Total</b>		<b>80,632.11</b>			
S-22-338		120.38	JV	OMPO	202205
S-22-338	X99200	47,721.00	JV	JV-115 SEPT 2021 OMPO	202205
S-22-338	X99200	3,800.00	JV	JV-119 OMPO AUDIT FY21	202205
S-22-338	X99200	106.42	JV		202205
S-22-338	X99200	44,221.25	JV		202205
<b>November Total</b>		<b>95,969.05</b>			
S-22-338		577.54		JV-158 OCT 2021 OMPO	202206
S-22-338		413.18		JV-158 NOV 2021 OMPO	202206
<b>December Total</b>		<b>990.72</b>			
S-22-338	X99200	43,934.00		JV-158 OCT 2021 OMPO	202207
S-22-338	X99200	45,466.00		JV-158 NOV 2021 OMPO	202207
<b>January Total</b>		<b>89,400.00</b>			
S-22-338	X99200	35,264.96		BUS-2272	202208
S-22-338	X99200	41,784.02		BUS-2273	202208
S-22-338		188.38		OMPO	202208
S-22-338	X99200	26,563.00		JV-167 DEC 2021 OMPO	202208
<b>February Total</b>		<b>103,800.36</b>			
S-22-338	X99200	39,112.94		BUS-2282	202209
S-22-338		226.94		OMPO	
S-22-338	X99200	45,486.00		JV-182 JAN 2022 OMPO	202209
S-22-338		157.33		OMPO	
S-22-338	X99200	34,595.91			202209
S-22-338		98.93		OMPO	
<b>March Total</b>		<b>119,678.05</b>			
S-22-338	X99200	43,463.00		JV-201 FEB 2022 OMPO	202210

S-22-338	X99200	39,237.02			202210
<b>April Total</b>		<b>82,700.02</b>			
S-22-338	X99200	27,091.00		JV-221 MAR, 2022 OMPO	202211
S-22-338	X99200	42,443.64			202211
S-22-338	X99200	43,574.00		JV-238 APR 2022 OMPO	202211
S-22-338	X99200	2,375.00		JV-239 OMPO AUDIT FY21	202211
<b>May Total</b>		<b>115,483.64</b>			
S-22-338	X99200	81,545.54			202212
S-22-338		181.1		OMPO	
S-22-338	X99200	33,213.00		JV-262 MAY, 2022 OMPO	202212
S-22-338	X99200	40,153.14			202212
S-22-338		94.04		OMPO	
S-22-338	X99200	23,689.99			202212
S-22-338		68.52		OMPO	
<b>June Total</b>		<b>178,945.33</b>			

Total Revenue (Reimbursements) 1,019,103

Other Revenue - FY2022 OahuMPO Dues					
S-22-338	X99100	89,370.00	JV	C&C OMPO DUES FY22	202202
S-22-338	X99100	89,370.00	JV	JV-032 OMPO DUES FY22	202202
S-22-338	X99100	125,000.00	JV	HART OMPO DUES FY22	202204
S-22-338	X99100	3,017.21	JV	BUS-2272	202208

Member Dues Invoiced for FY2022	306,757.21
Remaining FY2021 Dues Balance	<u>68,242.79</u>
Total Member Dues	375,000.00
 Total Revenues	 1,394,103.44



**Expenditures**

<b>Payroll</b>	
<b>Month</b>	<b>Total</b>
July	\$89,287
August	\$86,010
September	\$89,780
October	\$96,984
November	\$90,296
December	\$87,349
January	\$77,656
February	\$85,398
March	\$84,895
April	\$89,615
May	\$79,113
June	\$90,827

TOTAL \$1,047,209

<b>Lease</b>	
<b>Month</b>	<b>Total</b>
July	9,267.73
August	9,267.73
September	9,267.73
October	9,267.73
November	9,267.73
December	9,267.73
January	9,267.73
February	9,267.73
March	9,267.73
April	8,955.10
May	9,267.73
June	9,267.73

TOTAL 110,900.13

<b>P-Card (Overhead)</b>	
<b>Month</b>	<b>Total</b>
July	\$8,937.12
August	\$12,887.93

September	\$4,026.83
October	\$1,186.24
November	\$6,301.58
December	\$3,023.65
January	\$2,435.19
February	\$7,705.47
March	\$6,619.70
April	\$2,734.70
May	\$7,608.36
June	\$7,274.20

TOTAL \$70,740.97

Consultants		
Vendor Name	Amount	FY/FM
CH2M HILL	4,350.61	July
Planning Solutions, Inc.	5,196.54	July
Spire Hawaii LLP	8,405.89	July
WSP USA, Inc.	26,159.31	July
<b>July Total</b>	<b>44,112.35</b>	
DTL, LLC	35,072.65	September
Oceanit Laboratories, Inc.	11,178.30	September
<b>September Total</b>	<b>46,250.95</b>	
CH2M HILL	29,126.45	December
<b>December Total</b>	<b>29,126.45</b>	
WSP USA, Inc.	39,444.39	February
<b>February Total</b>	<b>39,444.39</b>	
UrbanSim, Inc.	11,400.00	March
<b>March Total</b>	<b>11,400.00</b>	
Pacific Rim Concepts LLC	325	June
SWK Technologies, Inc.	12,200.00	June
WSP USA, Inc.	96,941.91	June
<b>June Total</b>	<b>109,466.91</b>	
TOTAL	279,801.05	

Total Expenditures \$1,508,651.33

**Notes:**

- Contributions to the pooled fund do not pass thru the revolving account, so the \$762k noted on page 19 is not included in the revolving account report.
- This revolving account report does not include transactions for subrecipient funding. Annual expenditures for subrecipient studies are provided on page 20.
- In the revenue section, "JV" stands for journal voucher and signifies a transfer of funds between departments within the HDOT.
  - Highways Planning is responsible for submitting reimbursement requests to the Federal Highway Administration. When these funds are received, they are transferred via JV to the HDOT Business Office, which administers OahuMPO's revolving account
- Reimbursement requests to FHWA are sent bimonthly and in batches. This means that revenues and expenditures in any given month won't match – it can take at least a month to receive reimbursement after an expenditure is made. The batch processing also means that there is limited information available to OahuMPO about which expenditures each reimbursement covers.

For additional information, please contact us:

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