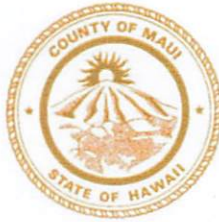


**MICHAEL P. VICTORINO**  
Mayor

**MARC I. TAKAMORI**  
Director

**MICHAEL B. DU PONT**  
Deputy Director




**DEPARTMENT OF TRANSPORTATION**  
COUNTY OF MAUI  
200 SOUTH HIGH STREET  
WAILUKU, MAUI, HAWAII 96793

TELEPHONE: (808) 270-7511  
FAX: (808) 270-7505

RECEIVED

2022 SEP -2 PM 12: 56

OFFICE OF THE  
COUNTY CLERK

Ms. Michelle M. Yoshimura   
Budget Director, County of Maui  
200 South High Street  
Wailuku, Maui, Hawaii 96793

August 30, 2022

Honorable Michael P. Victorino  
Mayor, County of Maui  
200 South High Street  
Wailuku, Maui, Hawaii 96793

**APPROVED FOR TRANSMITTAL**

  
**Mayor** **9/1/22**  
**Date**

For Transmittal to:

Honorable Alice L. Lee, Chair  
and Members of Maui County Council  
200 South High Street  
Wailuku, Hawaii 96793

Dear Chair Lee and Members:

**Subject: Grant Revenue- Department of Transportation – Federal Transit Administration (FTA) and Other Transportation Program Grants for Maui Metropolitan Planning Organization (MPO)**

In accordance with Ordinance No. 5392, Bill 69 CD1, FD2 (2022), Fiscal Year 2023 Budget, we are hereby transmitting to you a copy of the notice of grant award from the State Department of Transportation totaling \$200,000 for transportation planning portion of the Maui MPO FY2023 Unified Planning Work Program, a copy attached for your convenience.

Should you have any questions, please contact the Maui MPO Financial Specialist, Karen Tamaki at karen@mauimpo.org.

Sincerely,

**Marc**

**Takamori**

Marc I. Takamori, Director

Digitally signed by  
Marc Takamori  
Date: 2022.08.30  
09:52:19 -10'00'

Attachments

cc: County of Maui, Department of Finance, Accounting Program

cc: Karen Tamaki, Maui MPO, Financial Specialist

COUNTY COMMUNICATION NO. 22-216

**COUNTY OF MAUI  
DEPARTMENT OF FINANCE**

**REQUEST FOR GRANT INDEX CODE**

**County of Maui's Fiscal Year:** FY2023

**GRANT/PROJECT TITLE:** FHWA-Maui MPO FY2023 UPWP

**Grant No./Identification No.** PL0053(023)

**Grant/Performance Period:** 8-26-22 to 9-30-2025

**Award Amount:** \$ 200,000.00

**Department's Primary Contact:** Karen Tamaki

**Primary Contact Phone #:** 270-7519

<u>Type of Grant:</u>	<u>{Check one}</u>	<u>CFDA # (1)</u>	<u>Agency Name</u>
1 Federal	<input type="checkbox"/>		
2 Fed Pass Thru' State (2)	<input checked="" type="checkbox"/>	20.205	County of Maui DOT/Maui MPO
3 State	<input type="checkbox"/>	n/a	
4 Private	<input type="checkbox"/>	n/a	
5 Other, please specify	<input type="checkbox"/>	n/a	

**Submit the following additional documents:**

- 1) Grant Agreement, or Letter of Intent to Award Funds
- 2) Respective page of the Council Adopted Budget (for original appropriation)  
OR, copy of the Ordinance, if this grant is approved via budget amendment

**For Finance/GL Section:**

Index code: \_\_\_\_\_

Sub-Object to be used for the receipt of revenue: \_\_\_\_\_

*(FOR reimbursement of grant expenditures)*

*Note: This form will be returned to the Department as soon as index code is created.*

*(1) CFDA = Catalog of Federal Domestic Assistance (can be found on the grant application or may be obtained from the grantor (Federal Agency))*

*(2) Federal Pass Through State = The grant was awarded to the State. After receiving the grant, the State then passes the federal money to the county. In this situation, the County becomes a subrecipient.*

**Please submit original form to Accounts G/L Section ATTN: Grace Andam**

**Source: FY23-Appendix A - Part I Grant Revenue**

f. Highway Safety Grant Program	70,000
g. Special Needs Advocacy Program	900,000
(1) Disbursement for salaries and premium pay is limited to 7.0 LTA equivalent personnel.	
12. Department of Public Works	
a. Federal Highway Administration, Federal-Aid and Other Transportation Grants	6,990,000
b. Private Contributions	265,000
c. State of Hawaii Department of Transportation – Safe Routes to School Program Special Fund	182,500
13. Department of Transportation	
a. Federal Transit Administration (FTA) and Other Transportation Program Grants for Maui Metropolitan Planning Organization (MPO)	625,000
(1) Disbursement for salaries and premium pay is limited to 2.0 LTA equivalent personnel.	
b. Federal Transit Administration (FTA) Section 5311 Rural Transit Assistance Program (RTAP)	20,000
c. Federal Transit Administration (FTA) Section Rural/5339 Formula Funds Program	2,200,000
d. Federal Transit Administration (FTA) Section Small Urban/5339 Formula Funds Program	2,000,000
e. Federal Transit Administration (FTA) Section 5311 Non-Urbanized Area Formula Program	1,800,000
f. Transportation Program Grants	12,500,000
g. Urbanized Area Formula Program 5307	2,700,000
14. Department of Water Supply	
a. State Department of Land and Natural Resources (DLNR) – Upcountry Maui Well	200,000

**Fw: HDOT FMIS TRANSACTIONS -- AUG 26 2022 Approved PL-0053(023)**

Yamasaki, Christine &lt;christine.yamasaki@hawaii.gov&gt;

Sat 8/27/2022 2:29 PM

To: Karen Tamaki &lt;karen@mauimpo.org&gt;

Cc: Urada, Scot T &lt;scot.t.urada@hawaii.gov&gt;; Marzan, Lannie B &lt;lannie.b.marzan@hawaii.gov&gt;

For your files

**From:** Yuen, Donna (FHWA) <Donna.Yuen@dot.gov>**Sent:** Friday, August 26, 2022 4:31 PM**To:** Urada, Scot T <scot.t.urada@hawaii.gov>; Yamasaki, Christine <christine.yamasaki@hawaii.gov>; Marzan, Lannie B <lannie.b.marzan@hawaii.gov>**Cc:** Powell, Lisa (FHWA) <lisa.powell@dot.gov>; Rezantes, Kahaa (FHWA) <Kahaa.Rezantes@dot.gov>; Shelton, Gregory (FHWA) <gregory.shelton@dot.gov>; Ford-Wagner, Amy (FHWA) <amy.ford-wagner@dot.gov>; Hernacki, Brenda (FHWA) <brenda.Hernacki@dot.gov>**Subject:** [EXTERNAL] HDOT FMIS TRANSACTIONS -- AUG 26 2022

Hi, HWY- SM –

Here are today's transactions, closing out the week.

08/26/2022 18:26:04	08/2022-00024	HI	0011279	Project Change	Z23E	\$2,213,128.53	<b>-\$2,213,128.53</b>
08/26/2022 18:26:08	08/2022-00025	HI	0111045	Project Change			
08/26/2022 18:26:12	08/2022-00026	HI	0300177	New Project	L05R	\$54,826.96	\$0.00
08/26/2022 18:26:12	08/2022-00026	HI	0300177	New Project	Z23E	\$585,173.04	\$0.00
08/26/2022 21:12:25	08/2022-00027	HI	0011275	Project Change	Z23E	\$1,183,266.90	<b>-\$1,183,266.90</b>
08/26/2022 21:12:29	08/2022-00028	HI	0053023	New Project	Z450	\$200,000.00	\$0.00
08/26/2022 21:12:34	08/2022-00029	HI	0300196	New Project	M001	\$201,216.60	\$0.00
08/26/2022 21:12:39	08/2022-00030	HI	1500121	Project Change	Z240	\$8,640.00	\$0.00

Have a good weekend.

Donna

<b>From: HAWAII DEPARTMENT OF TRANSPORTATION HIGHWAYS DIVISION</b>  <b>To: FEDERAL HIGHWAY ADMINISTRATION HAWAII DIVISION OFFICE</b>  "In accordance with HDOT/FHWA Stewardship Oversight Agreement"		<b>REQUEST FOR PROJECT AUTHORIZATION, AGREEMENT, AND/OR MODIFICATION</b>  <div style="display: flex; justify-content: space-between;"> <div> <input checked="" type="checkbox"/> Authorization  <input checked="" type="checkbox"/> Project Agreement         </div> <div> <input type="checkbox"/> Modified Project Agreement  <input type="checkbox"/> Modification No.         </div> </div> <small>The state agrees that as a condition to payment of the Federal funds obligated, it accepts and will comply with the agreement provisions set forth in 23 CFR 630; and its signature constitutes the making of the certificates.</small>				
FEDERAL PROJECT NO. <b>0053023</b>	RECIPIENT PROJECT NO. <b>PL-0053(023)</b>	HDOT ITEM NO. <b>22051</b>	DUNS <b>168818466</b>	COUNTY <b>Maui County</b>		
Period of Performance End Date: <b>Planning: 9/30/2025</b>	INDIRECT COST RATE (%) <b>N/A</b>	STIP REFERENCE <b>N/A</b>	PODI <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		CFDA Number <b>20.205</b>	
Project Title: <b>Maui Cnty - Maui Metropolitan Planning Organization FY2023 Unified Planning Work Program (Planning)</b>						
Project Description (2000 characters max):  <b>Maui Metropolitan Planning Organization FY 2023 Unified Planning Work Program</b>						
<b>AUTHORIZED TO PROCEED WITH THE WORK CHECKED BELOW:</b> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> PRELIMINARY ENGINEERING (PE1) - Preliminary Design and NEPA  <input type="checkbox"/> PRELIMINARY ENGINEERING (PE2) - Final Design  <input type="checkbox"/> PRELIMINARY RIGHT-OF-WAY  <input type="checkbox"/> ACQUISITION OF RIGHT-OF-WAY         </div> <div> <input type="checkbox"/> CONSTRUCTION - Advertise for Receipt of Bids  <input type="checkbox"/> CONSTRUCTION - Proceed on an agreed price and/or force account basis  <input checked="" type="checkbox"/> OTHER (R&amp;D, specify) MPO Planning         </div> </div>						
FUNDING	DATE (MM/DD/YY)	TOTAL ESTIMATE PROJECT COST (\$)	FEDERAL PARTICIPATION AMOUNT (\$)	FEDERAL FUNDS(\$)	PGM CODE	RATIO(%)
PREVIOUS AUTHORIZATIONS						
THIS AUTHORIZATION	8/26/2022	\$250,000.00	\$250,000.00	\$200,000.00	Z450	80%
PROGRAM CODE TOTALS		\$250,000.00	\$250,000.00	\$200,000.00	Z450	80%
GRAND TOTAL		\$250,000.00	\$250,000.00	\$200,000.00		
<div style="display: flex;"> <div style="width:45%;"> <b>STATE COMMENTS:</b>            This agreement is subject to the following award terms:  <a href="http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf">http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf</a> and  <a href="http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf">http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf</a>.             Funding for this Agreement is for FY 2023 activities.            Requested Performance End Date: 9/30/2025.         </div> <div style="width:55%;"> <b>Remarks/Reason for Project Agreement Modification</b>   <b>FHWA COMMENTS:</b> </div> </div>						
<b>C</b> <b>o</b> <b>u</b> <b>n</b> <b>t</b> <b>y</b>		By signature of its authorized signatory herein, the County of Maui hereby affirms its agreement to the terms herein as a subagreement between the State of Hawaii and the County of Maui in accordance with and set forth in Agreement Modification No. 001 of the STATE-COUNTY AGREEMENT OF FEDERAL HIGHWAY PROJECTS AND PROGRAM.		<b>Authorization</b>  by: _____ (Title) _____ Date _____  <b>Agreement</b>  by: _____ For Division Administrator _____ Date _____		
<b>H</b> <b>D</b> <b>O</b> <b>T</b>		<b>Electronically signed in FMIS</b> Authorized by _____ Date _____				

HAWAII DEPARTMENT OF TRANSPORTATION  
HIGHWAYS DIVISION

DETAIL ESTIMATE FOR A FEDERAL-AID  
MODIFIED PROJECT AGREEMENT

FOR

Maui Metropolitan Planning Organization FY 2023 Unified Planning Work Program

Federal-Aid Project No. PL-0053(023)

08/17/22

Note: This estimate is only for the FHWA-PL portion of MMPO's FY 2023 Unified Planning Work Program

	<u>TOTAL COST</u>	<u>PAR COST</u>	<u>FEDERAL SHARE (80%)</u>	<u>STATE/COUNTY SHARE</u>	
<b>PRG CODE Z450 @ 80% (Metropolitan Planning MAP-21)</b>					
<b>18 - PLANNING</b>					
Work Element 1	250,000.00	250,000.00	\$200,000.00	50,000.00	80.00%
Work Element 2	0.00	0.00	\$0.00	0.00	#DIV/0!
Work Element 3	0.00	0.00	\$0.00	0.00	#DIV/0!
<u>Work Element 4</u>	<u>0.00</u>	<u>0.00</u>	<u>\$0.00</u>	<u>0.00</u>	<u>#DIV/0!</u>
 <b>PROJECT TOTAL</b>	 <b>250,000.00</b>	 <b>250,000.00</b>	 <b>200,000.00</b>	 <b>50,000.00</b>	

Remarks: This estimate is only for the FHWA-PL portion of MMPO's FY2023 Unified Planning Work Program.

<b>FEDERAL AID IDENTIFICATION NUMBER (FAIN)</b>			Date Prepared: 8/17/22				
			Modification No.				
FEDERAL PROJECT NO. <b>0053023</b>	RECIPIENT PROJECT NO. <b>PL-0053(023)</b>			SUB RECIPIENT <b>Maui County</b>			
Project Title: <b>Maui Cnty - Maui Metropolitan Planning Organization FY2023 Unified Planning Work Program (Planning)</b>							
FUNDING	DATE (MM/DD/YY)	TOTAL ESTIMATE PROJECT COST (\$)	FEDERAL PARTICIPATION AMOUNT (\$)	FEDERAL FUNDS(\$)	PGM CODE		FAIN No.
PREVIOUS AUTHORIZATIONS							
THIS AUTHORIZATION (SUBAWARD)	See FHWA authorization date on PR-1240	\$250,000.00	\$250,000.00	\$200,000.00	Z450	69JJ22230000Z450H	I0053023
CURRENT TOTAL		\$250,000.00	\$250,000.00	\$200,000.00			
GRAND TOTAL		\$250,000.00	\$250,000.00	\$200,000.00			

FOR ALL COUNTY PROJECTS, ATTACH THIS FORM WITH THE PR-1240

FAIN No: = 15 + 7 digit Federal Project Number + 4 alpha numeric Prog. Code + FMIS Detail Line Number (for lines 1 - 9: use 1 digit)

After 10/1/18: = 69JJ2 + (L2 digits of FY prog code obligated) + (A = assist type) + 0000 + (Prog Code) + (SS state postal abbrev) + (7 digit fed project #)

**FEDERAL-AID PROGRAM DATA For Maui MPO Planning**

STATE OF HAWAII  
DEPARTMENT OF TRANSPORTATION  
HIGHWAY DIVISION

PROJECT LOCATION (45)					COUNTY		STANDARD	STATE		ITEM NO.
Maui County					NAME	CODE	PLACE CODE	NAME	CODE	
					Maui			Hawaii		22051
CHARACTER OF PROPOSED WORK (85)				EMERG YR	DEMO ID	PROJECT NUMBER			PROJECT OVERSIGHT	
Urbanized Area Planning						PREFIX LETTER(S)	NUMBER	AGR. NO	<input checked="" type="checkbox"/> Delegated /Locally Administered <input type="checkbox"/> FHWA full oversight (on NHS) <input type="checkbox"/> Not on NHS, FHWA full oversight	
						PL	0053	(023)		
CLASS OF FEDERAL FUNDS					PROGRAM CODE		PARENT CODE	RURAL/URBAN	NAME OF URBAN AREA	
Metropolitan Planning FAST					Z450					
ROUTE NO. AND NAME		INVENTORY NO.	MILEPOINT TO MILEPOINT		FUNCTIONAL SYSTEM		FEDERAL-AID SYSTEM		CONGRESSIONAL DISTRICT	
PHASE	TERMINI (FULL DESCRIPTION) (INCLUDE NBI BRIDGE STRUCTURE NO.)	MILES	ESTIMATED PROJECT COST BY PHASES					SCOPE OF PROPOSED WORK		
			TOTAL ESTIMATED COST	PARTICIPATING AMOUNT	FEDERAL FUNDS ( 80 %)	COUNTY FUNDS	OTHER FUNDS			
Planning	Maui Metropolitan Planning Organization FY 2023 & FY2024 Unified Planning Work Program							Acomplish work elements of the FY 2023 & FY2024 Maui MPO Unified Planning Work Program (UPWP).		
			\$250,000.00	\$250,000.00	\$200,000.00	\$50,000.00	\$0.00			
			\$250,000.00	\$250,000.00	\$200,000.00	\$50,000.00	\$0.00			
PREPARED BY Karen Tamaki		TOTALS		\$250,000.00	\$250,000.00	\$200,000.00	\$50,000.00	\$0.00		
PROJECT TITLE: Maui Cnty - Maui Metropolitan Planning Organization FY2023 Unified Planning Work Program (Planning)								ANTICIPATED ENVIRONMENTAL CLEARANCE (CLASS OF ACTION)		
RELATED PROJECTS:								EIS		
IMPROVEMENT TYPE: 18 - Planning								CATEGORICAL EXCLUSION:		
REMARKS: For FY 2023								<input type="checkbox"/> EA <input checked="" type="checkbox"/> PROGRAMMATIC - 23 CFR-771.117(e)(1) <input type="checkbox"/> FONSI <input type="checkbox"/> STATE DOCUMENTED - 23 CFR 771.117(d)		
Subrecipient: County of Maui		Subaward Period of Performance Start Date:	See PR1240.3 "THIS AUTHORIZATION date stamp by FHWA		Subaward Period of Performance End Date: Planning 7/2/2025		Date prepared by DOT: Aug. 17, 2022		REQUIRED FOR OBLIGATING CONSTRUCTION PHASE	
									Estimated Construction NTP date (mm/yyyy): N/A	



U.S. Department  
of Transportation

**Federal Transit Administration  
Federal Highway Administration**

FTA – Region IX  
90 7th Street, Suite 15-300  
San Francisco CA 94103-6701

FHWA - Hawaii Division  
300 Ala Moana Blvd #3229  
Honolulu, HI 96850-3229

August 3, 2022

In Reply Refer To: HAD-HI

Lauren Armstrong  
MauiMPO  
200 South High Street  
Wailuku, HI 96793

**Subject: Maui MPO Fiscal Years 2023 & 2024 Unified Planning Work Program Approval**

Dear Ms. Armstrong:

Thank you for the opportunity to review and comment on the Fiscal Years (FYs) 2023 & 2024 Unified Planning Work Program (UPWP) for the Maui Metropolitan Planning Organization (Maui MPO).

The Federal Transit Administration (FTA) Region IX office and the Federal Highway Administration (FHWA) Hawaii Division have reviewed the FY 2023 & 2024 UPWP. Based on this review, FHWA/FTA have determined that the document satisfies the requirements of 23 United States Code (U.S.C.) §134, 49 U.S.C. §5303, 23 Code of Federal Regulations (CFR) Parts 420 and 450, and 2 CFR Part 200. Accordingly, FHWA/FTA approves Maui MPO's FYs 2023 & 2024 UPWP.

If you have questions or would like additional information about our approval for Maui MPO's UPWP, feel free to contact Ryan Fujii, FTA Region IX office at (202) 748-4325, [ryan.fujii@dot.gov](mailto:ryan.fujii@dot.gov); or Amy Ford-Wagner of the FHWA Hawaii Division office at (808) 541-2325, or by email at [amy.ford-wagner@dot.gov](mailto:amy.ford-wagner@dot.gov).

Sincerely,

Ray Tellis  
Regional Administrator  
Federal Transit Administration

Richelle Takara, P.E.  
Division Administrator  
Federal Highway Administration Hawai'i

cc: Ms. Yuki Lei Sugimura, Chair, Maui MPO Policy Board

# Unified Planning Work Program (UPWP)

## FY 2023 & 2024

(July 1, 2022 – June 30, 2024)

June 24, 2022



**Maui Metropolitan  
Planning Organization**

Prepared in Cooperation with:

County of Maui Department of Planning  
County of Maui Department of Public Works  
County of Maui Department of Transportation  
State of Hawai'i Department of Transportation  
USDOT Federal Highway Administration  
USDOT Federal Transit Administration

Funding for this document was provided by the U.S. Department of Transportation (Federal Highway Administration and Federal Transit Administration), State of Hawai'i, and County of Maui.

**Equal Employment Opportunity Employer** - The Maui Metropolitan Planning Organization does not discriminate on the basis of age, race, sex, color, national origin, religion or disability in access to, or operation of its programs, services, and activities or in its hiring or employment practices. ADA and Title VI inquiries should be forwarded to: Lauren Armstrong, Maui Metropolitan Planning Organization, 200 South High Street, Wailuku, HI 96793, Phone (808) 270-8216.

# **Maui MPO Unified Planning Work Program (UPWP)**

## **FY2023 & 2024**

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## I. Introduction

Federal regulations require that a metropolitan planning organization (MPO) be formed for all urbanized areas with a population of 50,000 or more. The 2010 U.S. Census found the geographic area encompassing Kahului, Wailuku, and Pā‘ia to have a population exceeding 50,000, thus constituting an urbanized area. Maui Metropolitan Planning Organization (Maui MPO) was designated for the island of Maui in 2013 and formed in 2016 to ensure that federal investment in transportation projects is based on a comprehensive, cooperative, and continuing (3-C) planning process.

Maui MPO Unified Planning Work Program (UPWP) for Fiscal Year (FY) 2023 & 2024 serves as the budget for Maui MPO transportation planning activities. Once approved by the Maui MPO Policy Board and the U.S. Department of Transportation Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), the UPWP enables Maui MPO to encumber federal planning funds provided under 23 U.S.C. and 49 U.S.C 53. Additionally, UPWP work elements carried out by Maui MPO, including the Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP) enable Maui to receive federal transportation funds for bus transit, highways, bicycle and pedestrian facilities.

## II. Sources of Funds

As set forth in HRS 279-D and the Maui MPO Finance Supplemental Agreement, 80% of Maui MPO’s funding comes from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), matched by annual dues of 10% from State of Hawai‘i and 10% from County of Maui. Maui MPO receives notification of anticipated federal funding levels on an annual basis. State of Hawai‘i Department of Transportation (HDOT) is the pass-through agency for federal planning funds.

- **49 USC 5303/5305(d) FTA Planning Funds** are used for transportation planning purposes and often involve transit projects.
- **23 USC 104(f) FHWA Planning Funds (PL)** are used for planning to address intermodal and transportation planning issues.
- **Matching funds.** The State and County must provide local matching funds for federally-assisted planning activities per the Maui MPO Finance Supplemental Agreement. Maui MPO requests annual dues through HDOT and County of Maui Department of Transportation (MDOT).

The Hawai‘i’s Planning Funds Distribution Formula to the MPO’s Agreement identifies a sub-allocation formula to split the available Federal planning funds between the MPOs in Hawai‘i.

## III. Maui MPO Structure and Staff

Maui MPO functions under a committee structure comprised of a Policy Board, a Technical Advisory Committee (TAC) and Maui MPO staff. The Policy Board consists of representatives from the Maui County Council, a State of Hawai‘i Senator and Representative, the Directors of the MDOT, Planning Department, Department of Public Works (DPW), and the Director of HDOT.

Maui MPO staff includes two positions: Executive Director and Financial Specialist. Staff administer Maui MPO plans and programs. Brief descriptions of job responsibilities and pay ranges are as follows:

- **Executive Director (\$80,000-\$124,000):** Conducts the multimodal 3-C (cooperative, continuing, and comprehensive) planning process; engages the public in regional transportation planning; represents Maui MPO in meetings with agencies and the public; hires and manages Maui MPO staff for positions authorized by the Policy Board; provides fiscal management; serves as the point of contact for FHWA and FTA for the purpose of maintaining Maui MPO compliance with 23 USC 134 and 49 USC 5303; develops recommendations regarding transportation policy; and provides project direction and oversight for activities within the purview of the Maui MPO.
- **Financial Specialist (\$57,000 - \$87,000):** Performs procurement and accounting activities for the Maui MPO; provides administrative assistance and accounting support to the Maui MPO Executive Director; prepares, implements, and maintains internal fiscal policies and procedures; manages FTA and FHWA grants; provides fiscal oversight on Maui MPO contracts; manages annual compliance and financial audit activities; arranges for and prepares minutes for committee meetings and workshops; and serves as office manager.

## IV. UPWP Development Process

The UPWP development process follows procedures established in the *Maui MPO Public Participation Plan*. Maui MPO staff prepare a draft UPWP for review by federal advisors. Maui MPO Technical Advisory Committee provides input on planning studies. The Policy Board approves a draft UPWP to be circulated for public review and comment. Maui MPO staff publish a public notice at minimum seven-days prior to the meeting at which the UPWP will be considered for final approval by the Maui MPO Policy Board.

## V. Status of Maui MPO Planning Documents

The following table lists the most recent status of the Maui MPO planning documents:

*Table 1. Status of Maui MPO Planning Documents*

<b>MPO Planning Document</b>	<b>Adopted by MPO Policy Board</b>
<u>2022-2025 Maui Transportation Improvement Program (TIP)</u>	March 2022
<u>Maui MPO Title VI Plan</u>	May 2020
<u>Hele Mai Maui 2040 Long Range Transportation Plan (LRTP)</u>	December 2019
<u>Maui MPO Public Participation Plan</u>	May 2017

## VI. Summary of Programmed Expenditures

Maui MPO UPWP FY 2023 & 2024 programs \$500,000 per year to conduct transportation planning on the island of Maui. Maui MPO maintains compliance with federal regulations and ensure the continued availability of federal transportation funds for Maui. Cost categories follow federal standard budget information for non-construction programs. Work elements include *Program Administration*, *Long Range Transportation Plan (LRTP)*, *Transportation Improvement Program (TIP)*, and *Planning Studies*. Details for each work element are provided in the following section. Table 1 and Table 2 summarize Expenditures Programmed, by federal Cost Category and UPWP Work Element, respectively.

Table 2. Summary of Expenditures Programmed by Cost Category

Cost Category				FY2023		FY2024	
Staff Costs				\$	302,577	\$	320,953
Travel				\$	9,000	\$	9,000
Utility				\$	1,800	\$	1,800
Materials and Supplies				\$	750	\$	750
Consultant Contracts				\$	142,113	\$	118,299
Rent				\$	14,760	\$	15,498
Other*				\$	29,000	\$	33,700
<b>TOTAL</b>				\$	500,000	\$	500,000
* Includes conference fees, printing, subscriptions, web hosting, social media, and photocopier lease.							

Table 3. Summary of Expenditures Programmed by Work Element

Work Element				Match*		Federal Funds**	
				FY2023	FY2024	FY2023	FY2024
1. Program Administration				\$ 71,577	\$ 76,340	\$ 286,309	\$ 305,361
2. Long Range Transportation Plan				\$ 28,423	\$ 23,660	\$ 113,691	\$ 94,639
3. Transportation Improvement Program				\$ -	\$ -	\$ -	\$ -
4. Planning Studies				\$ -	\$ -	\$ -	\$ -
				\$ 100,000	\$ 100,000	\$ 400,000	\$ 400,000
* Federal Funds 80% of costs with the State and County each funding 10% of costs.							
** Federal Funds are from FTA and FHWA.							

NOTE: Maui MPO staff salaries and benefits for each Work Element have been budgeted in full for the period July 1, 2022 to June 30, 2024 with partial amount to be expended during the gap period between the County fiscal year end and the date of the drawdown of previous Federal fiscal year funds.

## VII. FY 2023 & 2024 Work Elements

### 1. Program Administration

**Objectives:** Administer federal grants for regional transportation planning on Maui and manage a comprehensive, cooperative and continuing (3-C) planning process. Maintain Maui's eligibility to receive federal transportation funds for highways, buses, bicycle and pedestrian infrastructure. Ensure compliance with current laws and regulations pertaining to MPOs.

**Deliverables:** Prepare and update required Maui MPO plans and programs as needed: *Unified Planning Work Program (UPWP)*, *Public Participation Plan (PPP)*, *Transportation Improvement Program (TIP)*, *Long Range Transportation Plan (LRTP)* and *Title VI Plan*. Administer transportation planning studies.

**Previous or ongoing work:** Maui MPO began operating in 2016 and has prepared all required plans and programs to comply with performance-based planning.

## Program Administration Tasks:

### Administer 3-C Planning Process

- Administer MPO funds to support Policy Board, Technical Advisory Committee and MPO office.
- Conduct public outreach and represent Maui MPO at public meetings and events.
- Comply with federal, state and county requirements and prepare reimbursement requests.
- Attend conferences, workshops and trainings related to metropolitan planning.
- Review, modify or add Maui MPO administrative procedures and agreements as needed.
- Provide status reports to Policy Board, County Council and State Legislature.

### Maintain MPO Planning Documents

- Maintain and implement Maui MPO *Public Participation Plan (PPP) and Title VI Plan*.
- Prepare and implement *Unified Planning Work Program (UPWP)*.
- Procure and manage consultant for update to *Hele Mai Maui Long Range Transportation Plan*.
- Manage revisions to the FFY 2022-2025 *Maui Transportation Improvement Program (TIP)*.
- Conduct transportation planning activities that increase safe and accessible options for multiple travel modes for people of all ages and abilities, using at least 2.5% of available PL funds.
- Procure and manage consultants to work on planning studies.
- Administer contracts including payments and oversight of contract compliance.

Table 4. Program Administration Budget

Budget Item		Description	FY2023	FY2024
Staff Costs		Regular wages and fringe for Executive Director and Financial Specialist	\$ 302,577	\$ 320,953
Travel		Includes 2 mainland trips and 4 inter-island meetings per year	\$ 9,000	\$ 9,000
Utility		Includes cell phone, internet and electricity	\$ 1,800	\$ 1,800
Materials and Supplies		Office supplies	\$ 750	\$ 750
Rent		2145 Wells St. Suite 102A	\$ 14,760	\$ 15,498
Other		Includes conference fees, printing, subscriptions, web hosting, social media, and photocopier lease.	\$ 29,000	\$ 33,700
Consultant			\$ -	\$ -
TOTAL			\$ 357,887	\$ 381,701

## 2. Long Range Transportation Plan (LRTP)

**Objectives:** Update *Hele Mai Maui Long Range Transportation Plan*, track progress on performance measures, and ensure consistency between the LRTP and Transportation Improvement Program (TIP) using performance-based planning and programming.

**Deliverables:** Scope of work and procurement of consultant services to support the Long Range Transportation Plan update.

**Previous or ongoing work:** In December 2019 the Maui MPO adopted *Hele Mai Maui 2040* as the Long Range Transportation Plan for Maui.

**Long Range Transportation Plan Tasks:**

- Maui MPO staff costs to procure and manage consultant for Long Range Transportation Plan are included under Program Administration.
- Reserve funds in FY 2023 & 2024 for consultant contract to begin in FY2023 to update Long Range Transportation Plan.

*Table 5. Long Range Transportation Plan Budget*

Budget Item	Description	FY2023	FY2024
Consultants	Hele Mai Maui LRTP update (Scheduled to go to contract in spring 2023)	\$ 142,113	\$ 118,299
	<b>TOTAL</b>	<b>\$ 142,113</b>	<b>\$ 118,299</b>

### 3. Transportation Improvement Program (TIP)

**Objectives:** Manage revisions to the Maui TIP and comply with applicable Federal requirements. Coordinate with implementing agencies HDOT and DPW. Ensure consistency between the TIP and LRTP using performance-based planning and programming.

**Deliverables:** Complete two annual revisions to the *FFY2022-2025 Maui TIP*, and prepare Annual Listing of Obligated Projects. Ensure that Maui's federal-aid transportation projects receive funding. Update *Maui MPO TIP Policies and Procedures* as needed.

**Previous or ongoing work:** Maui MPO Policy Board adopted the *FFY2022-2025 Maui TIP* in July 2021.

**Transportation Improvement Program Tasks:**

- Maui MPO staff costs to maintain the TIP are included under Program Administration.

### 4. Planning Studies

**Objectives:** Planning studies will address multimodal transportation goals and performance measures developed with public input through the *Hele Mai Maui 2040 Long Range Transportation Plan*. Maui MPO will prepare scopes of work for transportation planning studies, for review by funding agencies prior to procurement.

**Deliverables:** Completed transportation planning studies with implementation actions.

**Previous or ongoing work:** Maui MPO TAC, Policy Board and members of the public provide input on Maui MPO planning study topics.

**Planning Studies Tasks:**

- Maui MPO staff costs to procure and manage consultants, and facilitate planning studies are included under Program Administration.
- Consultants to perform scope of work under direction of MPO Executive Director.

Table 6. Planning Studies Budget

Budget Item	Description	FY2023	FY2024
Consultants	Planning studies to support LRTP recommendations	\$ -	\$ -
	<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>

**For additional information, please contact us:**

Maui Metropolitan Planning Organization  
 200 South High Street  
 Wailuku, HI 96793  
[www.mauimpo.org](http://www.mauimpo.org)  
 (808) 270-8216

**May 12, 2022**

**Maui MPO Policy Board Members**

Yuki Lei Sugimura, Chair, Maui County Council  
 Marc Takamori, Vice Chair, County of Maui Department of Transportation  
 Michele McLean, Member, County of Maui Department of Planning  
 Jordan Molina, Member, County of Maui Department of Public Works  
 Jade Butay, Member, State of Hawai'i Department of Transportation  
 Tamara Paltin, Member, Maui County Council  
 Shane Sinenci, Member, Maui County Council  
 Senator Rosalyn Baker, Member, Hawai'i State Senate  
 Representative Troy Hashimoto, Member, Hawai'i State House of Representatives

**Maui MPO Technical Advisory Committee Members**

Kathleen Aoki, County of Maui Department of Planning, Chair  
 Rachel Roper-Noonan, State of Hawai'i Department of Transportation, Vice Chair  
 Michael DuPont, County of Maui Department of Transportation  
 Robin Shishido, State of Hawai'i Department of Transportation  
 Pam Eaton, Chair, County of Maui Department of Planning  
 Nolly Yagin, County of Maui Department of Public Works  
 John Smith, County of Maui Department of Public Works  
 Chico Rabara, County of Maui Department of Public Works  
 Phillip Anderson, County of Maui Department of Housing and Human Concerns  
 David Yamashita, County of Maui Department of Parks and Recreation

**Maui MPO Staff**

Lauren Armstrong, Executive Director  
 Karen Tamaki, Financial Specialist

## ***Appendix A: Public and Intergovernmental Review***

Notice of the opportunity for public review of the *Maui MPO UPWP* is provided following procedures outlined in the Maui MPO Public Participation Plan, including posting on the Maui MPO website, sending by email to newsletter and stakeholder lists, and by notice in the Maui News prior to final approval. The following list of agencies and stakeholders receive email notices of opportunities to review Maui MPO planning documents.

### United States of America

U.S. Army Corps of Engineers  
U.S. Department of Energy  
U.S. Department of Homeland Security  
U.S. Department of Housing and Urban Development  
U.S. Department of the Interior  
U.S. Department of Transportation  
U.S. Environmental Protection Agency

### State of Hawai'i

Hawai'i Department of Accounting and General Services  
Hawai'i Department of Agriculture  
Hawai'i Department of Budget and Finance  
Hawai'i Department of Business, Economic Development, and Tourism  
Hawai'i Department of Defense  
Hawai'i Department of Education  
Hawai'i Department of Hawaiian Home Lands  
Hawai'i Department of Health  
Hawai'i Department of Human Services  
Hawai'i Department of Labor and Industrial Relations  
Hawai'i Department of Land and Natural Resources  
Hawai'i Department of Transportation  
Hawai'i Office of Planning

### County of Maui

Office of the Mayor  
Department of Finance  
Department of Housing and Human Concerns  
Department of Parks and Recreation  
Department of Planning  
Department of Public Works  
Department of Transportation  
Maui Police Department

### Stakeholders

Aha Moku o Maui  
Alexander & Baldwin

Alliance of Maui Community Associations  
American Planning Association, Hawaii Chapter (APAHI)  
American Society of Landscape Architects (ASLA) - Hawaii Chapter  
Friends of the Children's Justice Center  
Goodfellow Bros  
Hawai'i Association of the Blind  
Hawai'i Executive Transportation  
Hawai'i Teamsters Local 996  
Hawai'i Bicycling League  
Hawaiian Islands Land Trust  
Hawai'i Transportation Association  
Hawaiian Electric Company, Inc. (HECO)  
Healthy Eating, Active Living  
Kiwanis Club of Maui  
Land Use Research Foundation of Hawaii  
Mahi Pono  
Matson  
Maui Bicycling League  
Maui Chamber of Commerce  
Maui Economic Opportunity, Inc.  
Maui Electric Company  
Maui Executives Association  
Maui Filipino Chamber of Commerce  
Maui Hotel and Lodging Association  
Maui Lions Club  
Maui Native Hawaiian Chamber of Commerce  
Maui Nui Marine Resource Council  
Maui Tomorrow  
Maui Visitors Bureau  
Platinum Tours Maui  
Realtors® Association of Maui, Inc.  
Roberts Hawai'i  
Rotary Club of Maui  
Sierra Club  
SpeediShuttle  
Surfrider Foundation  
The Nature Conservancy of Hawaii  
University of Hawai'i, Sea Grant College Program  
University of Hawai'i, Sustainable Living Institute of Maui  
Urban Land Institute Hawaii  
VIP Trans Maui Airport Shuttle  
Women Helping Women  
Young Brothers

## Fiscal Management Information System

FMISW96A

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Recipient:	15-Hawaii	Project Number:	0053023	Version:	Current
DUNS:		Transaction #:	28	Business Month:	08/2022
UEI (SAM):	JKY3SX6QGC23	Project Status:	Active		

### Project Information

#### General Information

Recipient Project #: PL-0053(023)  
Sub-Org UEI (SAM):  
Sub-Org Name:  
Project Action: New Project  
Project Title: Maui Cnty - Maui Metropolitan Planning Organization FY2023 Unified Planning Work Program (Planning)  
Project Description: Accomplish work elements of Maui Metropolitan Planning Organization FY 2023 Unified Planning Work Program (UPWP)

#### Status Dates

Project Completed:  
Project End Date: 9/30/2025  
Final Voucher Paid:  
Last Payment:  
Last Action: 8/26/2022

#### Authorized Dates

PE:  
ROW:  
Const.:  
SPR:  
Other: 8/26/2022

#### Other Project Information

Project Oversight: Assumed/Locally Administered  
STIP Reference:  
ICR: 0.00  
Indirect Cost Federal Share Amount: \$0.00

#### Emergency Relief

Disaster Fiscal Year:  
Emergency Relief Eligible: No  
Disaster Sequence Number:  
Emergency Relief Code:

#### Special Project Groupings

Major: IFP:  
Pooled Fund:  
Other:

#### Project Funding

Advance Construction:	\$0.00	Expenditures:	\$0.00
Federal Funds:	\$200,000.00	ROW Funds:	\$0.00
State Funds:	\$0.00	Adv. Const. Converted:	\$0.00
Local Funds:	\$50,000.00	Soft Match (Active Details):	\$0.00
Private Funds:	\$0.00		
Non-Monetary Funds:	\$0.00		
Other Funds:	\$0.00		
<b>Total Cost:</b>	<b>\$250,000.00</b>		

#### Legacy Bridge Data

NBI#	Program Code	Improvement Type
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#### Recipient Defined Fields

#### Division Defined Fields

## Fiscal Management Information System

FMISW96A

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Recipient:	15-Hawaii	Project Number:	0053023	Version:	Current
DUNS:		Transaction #:	28	Business Month:	08/2022
UEI (SAM):	JKY3SX6QGC23	Project Status:	Active		

Estimated Construction  
Date

### Agreement Document Remarks

Recipient Remarks: 8/18/22: This agreement is subject to the following award terms:  
<http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf> and  
<http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>.

Funding for this Agreement is for FY 2023 activities.  
Requested Performance End Date: 9/30/2025.

Division Remarks: 08/26/2022: NEW PROJECT APPROVED/AUTHORIZED; ESTABLISHED PoP END DATE = 09/30/2025.

### Related Projects

Recipient	Federal Project #	Project Title	Relationship	Reverse Relationship
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### Signatures

First Updated by:	Lannie Marzan	Updated On:	08/18/2022 14:15:39	Mod#	0
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### Recipient Signatures

Available Funds Certified By:	SCOT URADA	Date:	08/25/2022 20:52:25
Approval Recommended By:	Christine Yamasaki	Date:	08/25/2022 20:58:26
Authorization/Modification Requested By:	Christine Yamasaki	Date:	08/25/2022 20:58:26

### Division Signatures

Project Info Reviewed By:	Donna Yuen	Date:	08/26/2022 15:26:36
Approval Recommended By:	Donna Yuen	Date:	08/26/2022 15:26:36
Approved and Authorized By:	BRENDA HERNACKI	Date:	08/26/2022 21:12:29

# Fiscal Management Information System

FMISW96A

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Recipient:	15-Hawaii	Project Number:	0053023	Version:	Current
DUNS:		Transaction #:	28	Business Month:	08/2022
UEI (SAM):	JKY3SX6QGC23	Project Status:	Active		

## Project Detail Information

### Detail Information

Program Code:	Z450	Recode:	221
Detail Number:	1	Improvement Type:	18-Planning
Demo ID:		Withdrawal Area:	0
CFDA:	20.205	Toll:	N
FAIN:	693JJ22230000Z450HI0053023	Temp. Match:	N
Prefix:		Appalachia:	N
Safety:	N	Design Build:	N
Indian Reservation:	N	Other SEP14:	N
Construction:	N	Statewide:	N
CMGC:	N	Highways for Life:	N
At-Risk PE(Section 1440):	N	Innovative Project Delivery:	N

### Detail Funding

Advance Construction:	\$0.00	Adv. Const. Converted:	\$0.00
Federal Funds:	\$200,000.00	Soft Match:	\$0.00
State Funds:	\$0.00	% Federal Share:	80%
Local Funds:	\$50,000.00		
Private Funds:	\$0.00		
Non-Monetary Funds:	\$0.00		
Other Funds:	\$0.00		
<b>Total Cost:</b>	<b>\$250,000.00</b>		

### Recipient Defined Fields

### Division Defined Fields

### Location-Information

County: Maui	Urban Area: 43615-Kahului, HI	Cong. District: Congressional District 2	Ownership: Undefined
Urban/Rural: Urban	Fun. System: No Functional System	System Code: Not on any Federal-Aid System	
Structure:			

### Funding

Adv. Const.:	Federal:	State:	Local:	Private:	Non Money:	Other:	Total Cost:
\$0.00	\$200,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$250,000.00

## Fiscal Management Information System

FMISW96A

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Recipient: 15-Hawaii  
DUNS:  
UEI (SAM): JKY3SX6QGC23

Project Number: 0053023  
Transaction #: 28  
Project Status: Active

Version: Current  
Business Month: 08/2022