



U.S. Department  
of Transportation  
**Federal Highway  
Administration**

**Hawaii Federal-aid Division**

July 17, 2018

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In Reply Refer To:  
HDA-HI

Mr. Jade Butay  
Director  
State of Hawaii Department of Transportation  
869 Punchbowl Street, Suite 500  
Honolulu, HI 96813

Subject: Performance Year 2018 Accomplishments

Dear Mr. Butay:

We are pleased to share the enclosed Federal Highway Administration Hawaii Division's accomplishments for Performance Year (PY) 2018 which runs from June 1, 2017 to May 31, 2018. Our efforts were based on our evaluation of program level risks and opportunities. You'll see that as in the past few years, our objectives focused on assisting Hawaii in complying with new requirements for performance measurement, and improving project delivery to reduce the balance of unexpended obligations also known as the "Pipeline." At the end of fiscal year 2014, the Pipeline stood at \$758 million and together we have brought it down to its current \$468 million.

Of course, the progress we have made so far wouldn't have been possible without a strong partnership with the Hawaii Department of Transportation and a lot of hard work on the part of both our staffs. These accomplishments are truly shared, just as the goal of reducing the Pipeline to \$450 million by the end of this fiscal year is a shared goal. As we enter the final quarter of the fiscal year, achievement of our goal is in sight. While this is a good time to reflect on the remarkable progress we've made in the last few years, it is also worthwhile to remember that we still have work to do. Please don't hesitate to contact me with any questions or if you need more information.

Sincerely yours,

Ralph J. Rizzo  
Division Administrator

Enclosure

cc: Edwin Sniffen, Deputy Director  
Marshall Ando, Administrator

Federal Highway Administration Hawaii Division  
PY 2018 Accomplishments

Planning	<ul style="list-style-type: none"> <li>✓ Align HDOT's planned Freight Advisory Committee &amp; Statewide Freight Plan with Federal Goals.</li> <li>• HDOT STIP SOPs completed and implemented by October 1, 2017 as per the 2014 Statewide Planning Finding Agreement.</li> <li>• Renew OMPO SubAgreements (4 - administration, finance, data, MPO funds) by June 2018 or prior to the 2018 TMA Certification Review (State FY2018), whichever is later.</li> <li>✓ FY19-22 STIP is prepared and ready for joint USDOT FHWA/FTA approval prior to FY15-18 STIP Expiring on September 30, 2018.</li> </ul>	Finance	<ul style="list-style-type: none"> <li>✓ Reduce "Pipeline" Unexpended amount to below \$450M</li> <li>✓ Inactive Rate &lt; 2% - For projects with small charges over the last year, develop a plan to move the project forward</li> <li>• Process Review – Identify root causes resulting in out of balance conditions between HDOT and FMIS obligation amounts</li> <li>✓ PE10: Identify open PE projects with more than one phase of Construction to Ensure ALL phases that were Designed went to CON.</li> </ul>
Project Development	<ul style="list-style-type: none"> <li>✓ Project Development Schedules for ALL project developed and used</li> <li>✓ Change from ALL Lumpsum bid items to a mix of lumpsum and unit prices</li> <li>✓ Implement at least 3 different Alternative Contracting tools.</li> <li>✓ Programmatic PODI – A/E Consultant Procedures</li> </ul>	Bridges/Tunnels	<ul style="list-style-type: none"> <li>✓ Continue to implement the new National Bridge Inspection Program oversight process and address deficiencies identified during previous annual reviews and work on completing corrective action plan items.</li> <li>✓ Continue to improve accuracy of State's bridge inventory in the NBIS and keep focus on reducing deficient bridges on the NHS.</li> </ul>
Environment	<ul style="list-style-type: none"> <li>• FHWA Delegate Categorical Exclusions to HDOT</li> <li>• Update Public Involvement Process to meet NEPA requirements</li> </ul>	Performance Measures	<ul style="list-style-type: none"> <li>✓ Safety: Establish targets by August 31, 2017</li> <li>✓ Bridge: Establish Two and four-year statewide targets for the first Performance Period by May 20, 2018; Submit first reporting of 2-year and 4-year targets by October 1, 2018.</li> <li>✓ Pavement: Establish Targets by May 20, 2018. Submit first report of targets by October 1, 2018.</li> </ul>
Rights-of-Way	<ul style="list-style-type: none"> <li>✓ Programmatic PODI – Programmatic PODI ROW - 23 CFR 635.309(b) ROW Clearance, Utility and Railroad work; 23 CFR 635.309(c) Acquisition/Relocation not complete at time of advertisement; 34 CFR 635.309(c) ROW Certificate is in place</li> <li>• Address ROW 20 Projects</li> <li>✓ Utilize Appraisal Waivers up to \$25,000 when applicable</li> <li>✓ Streamline Hiring of ROW Appraisers</li> <li>• Streamline Acquisition Schedule</li> <li>✓ Identify Completed CON where ROW still needs to be acquired</li> </ul>	Civil Rights	<ul style="list-style-type: none"> <li>✓ Set DBE Goal earlier in the PS&amp;E process instead of holding it until the last item before going to bid</li> <li>✓ Compliant ADA Section 504 Transition Plan before the FY2019-22 STIP is approved and Statewide Planning Finding (State FY2018) is completed</li> <li>✓ Implement at least 2 changes in DBE program as a result of DBE technical assistance visits and/or training</li> <li>✓ Implement at least 2 changes Title VI Plan as a result of Title VI training</li> <li>✓ Identify issues of concern in the EEO Program</li> </ul>
Utility	<ul style="list-style-type: none"> <li>✓ Utility Agreement 1 year to pay rule implemented [23 CFR 645.117(i)(2)]</li> </ul>	Asset Management Plans	<ul style="list-style-type: none"> <li>✓ HDOT submit initial plans describing asset management plan process by April 30, 2018.</li> </ul>
Construction	<ul style="list-style-type: none"> <li>✓ CAP Reviews</li> <li>✓ Subcontractor Agreements – HDOT approved Construction Subcontractor Agreements</li> <li>✓ Section 108 Compliance Regarding Construction Schedules.</li> </ul>	Innovative Opportunities	<ul style="list-style-type: none"> <li>✓ STIC: Hold 1 STIC meeting and select STIC projects for FY17 and 18 funds.</li> <li>✓ Peer to Peer: Hold at least 4 Peer to Peer information exchange sessions.</li> </ul>
Project Closeout	<ul style="list-style-type: none"> <li>✓ Develop and agree upon a schedule for various type of projects.</li> </ul>	LTAP	<ul style="list-style-type: none"> <li>✓ LTAP: Permanent House the LTAP.</li> </ul>