

V. ADMINISTRATION OF THE TIP

Upon approval by the OMPO Policy Committee and the Governor or her designee, the TIP is incorporated, without change, as the Oahu element of the STIP. Substantive changes to the Oahu element, which is the TIP, require approval by the OMPO Policy Committee. The following administrative provisions are established in order to ensure timely implementation and oversight of the TIP.

Section A consists of administrative actions that the OMPO Policy Committee has pre-approved. Such amendments shall be provided to the Policy Committee annually for informational purposes. Section B lists the type of administrative actions that require approval by the Policy Committee without prior review by the Technical Advisory Committee or solicitation of public comment. Section C consists of actions that are non-administrative and, therefore, require public involvement, Technical Advisory Committee review, and OMPO Policy Committee approval.

A. PRE-APPROVAL OF CERTAIN ADMINISTRATIVE ACTIONS

The OMPO Policy Committee, by adoption of this document, pre-approves the following administrative actions provided that: (1) they do not reduce the sum of federal funds programmed in the flexible funding categories (i.e., FHWA Surface Transportation Program (STP) Flexible, Congestion Mitigation and Air Quality Improvement Program (CMAQ), and Minimum Guarantee funds) for Oahu or force the addition or deletion of another project, and (2) the affected project's implementing agency concurs with the action.

- A1. The source of federal funds designated for a project may be revised to reflect a different funding program administered by the same U.S. DOT operating agency.
- A2. Federal funding for a project may be changed to local funding.
- A3. The amount programmed for a project may be revised to reflect changes in cost estimates.
- A4. In order to expedite project selection for implementation and ensure timely TIP implementation, projects may be advanced from their programmed year if they are "ready-to-go."
- A5. Projects may be deferred to a later year if they are not "ready-to-go" as originally programmed.

The State and City are requested to provide OMPO with a summary or copy of administrative actions taken with projects in the TIP. A summary of such administrative actions shall be provided to the Policy Committee upon request, but at least annually for informational purposes.

B. EXPEDITED APPROVAL OF CERTAIN ADMINISTRATIVE ACTIONS

Requests for expedited approval of the following administrative actions shall be submitted directly to the Policy Committee without prior review by the Technical Advisory Committee or solicitation of public comment. Following initial consideration, the Policy Committee may refer such requests to appropriate entities for comment and recommendation.

- B1. Changing a project's funding from local to federal funds.
- B2. Changing the scope of a project to accommodate environmental impact mitigation measures.
- B3. Reducing the sum of federal funds programmed in the flexible funding categories (i.e., STP Flexible, CMAQ, and Minimum Guarantee) for Oahu.
- B4. Adding, deleting, or revising:
 - a. Utility installations along or across a transportation facility
 - b. Activities included in the State's *Highway Safety Plan* under 23 USC 402
 - c. Transfer of federal lands pursuant to 23 USC 317 when the subsequent action is not an FHWA action
 - d. Installation of pavement markings and small passenger shelters where no substantial land acquisition or traffic disruption will occur
 - e. Emergency repairs under 23 USC 125
 - f. Determination of payback under 23 CFR part 480 for property previously acquired with federal-aid participation
 - g. Improvements to existing rest areas and truck weigh stations
 - h. Ridesharing activities
 - i. Bus rehabilitation
 - j. Modernization of a highway by resurfacing, rehabilitation, or reconstruction
 - k. Construction of new truck weigh stations or rest areas
 - l. Changes in access controls

- m. Rehabilitation or reconstruction of existing bus buildings and ancillary facilities where only minor amounts of additional land are required and there is not a substantial increase in the number of users

(The activities and projects listed in B4 are taken from those meeting the criteria for Categorical Exclusions not requiring further National Environmental Policy Act approvals by FHWA. See 23 CFR section 771.117 (c) and (d).)

C. NON-ADMINISTRATIVE ACTIONS

The following actions, in addition to actions that do not fall within those previously listed in sections A and B, must be submitted to the Technical Advisory Committee and the Policy Committee as TIP amendments to be processed in the same manner as the original document as set forth in OMPO's approved TIP Procedures (see Appendix D). Public comment shall also be solicited.

- C1. Deleting a project completely from the TIP.
- C2. Switching from FTA to FHWA funds (and vice versa).
- C3. Significantly modifying a programmed project, including the addition of a phase such as adding a construction phase to a project that was previously programmed only for design.

D. STATUS REPORTS

The TIP is a three-year implementation program of major surface transportation projects and programs on Oahu. It is necessary for the Policy Committee to have periodic status reports of progress toward its implementation in order to monitor and, if needed, revise the program.

The implementing agencies are requested to report to the Policy Committee semi-annually on the status of their federally-assisted projects. A report provided to OMPO in April of each year would cover the period from October of the prior year through March of the current year. A report provided to OMPO in October of each year would cover the period from April through September of the current year. The report should include the projects programmed for the year the reporting period covers. For each project, it should: (1) provide current cost estimates, (2) note whether the project is underway and, (3) for projects that are behind schedule, note the reason(s) therefore.

The State and City are further requested to provide OMPO copies or summaries of those portions of their STIP management reports that relate to the Oahu projects.

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