



HONOLULU AUTHORITY for RAPID TRANSPORTATION

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EXECUTIVE DIRECTOR AND CEO

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July 10, 2012

MEMORANDUM

TO: CARRIE OKINAGA, HART BOARD CHAIR AND MEMBERS

FROM: DANIEL A. GRABAUSKAS, EXECUTIVE DIRECTOR AND CEO

SUBJECT: PUBLIC INVOLVEMENT REDUCTION

In recent weeks we have been carefully reviewing our public involvement program and expenditures to ensure that our resources are wisely deployed. The timing for reassessment is good, with the recent submittal of our Full Funding Grant Agreement and as the project moves into its construction and ultimately its operations phases.

As a result of our review, I share the public's concern that we currently have too many subconsultants and staff in public involvement. While heavier levels of public outreach may have been needed in the early years for planning and during the extensive public input process for the Environmental Impact Statement, it is time to scale back our public involvement resources.

We are implementing reductions totaling more than \$2.8 million. This includes the elimination of eight subconsultants, with the remaining two subcontracts being cut in half. Most of these contracts originated several years ago in the early phases of the project and are no longer necessary.

In addition, we have eliminated two Parsons Brinckerhoff staff positions and reduced another to part-time status. And we will consolidate two HART staff Information Specialist positions into one. This reduces public involvement staff and contractors from 23 down to 9.5 FTEs.

While staffing reductions are always difficult, these cuts are consistent with HART's responsibility to be good stewards of public tax dollars, while delivering the project on time and on budget.

In addition to these cuts, I have worked with staff to make other cost-saving adjustments to our outreach programs. Our Olelo program and production will be scaled back to a simpler format resulting in a \$180,000 savings a year and our newsletter will now be distributed electronically only, saving another \$75,000 a year.

Carrie Okinaga, HART Board Chair and Members

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As the largest public works project in our state's history, we must still maintain an appropriate staffing level to keep the public informed and to continue to have a robust outreach presence through the construction and operations phases. This includes:

- Maintaining outreach by providing updated and accurate project information and education materials
- Updating and maintaining HART's website, including traffic, construction and other notifications required by project's EIS, Programmatic Agreement and similar documents
- Promptly addressing public questions, concerns and complaints through our 24-hour hotline, the project's website and email
- Responding to media inquiries
- Overseeing contractors' outreach and information efforts as required by contract
- Providing state, city and federal agencies with project information on a regular basis
- Providing the necessary reports and updates to the FTA

We believe remaining staff will be sufficient to successfully carry out our responsibility to the public in this regard. I will, however, reassess the staffing levels in six months to be sure we have what we need, but no more than we need. We remain committed to a strong public information program, and to our responsibility to taxpayers.



DANIEL A. GRABAUSSKAS
Executive Director and CEO

Attachment

cc: The Honorable Ernest Y. Martin, Chair and Members

PUBLIC INVOLVEMENT

CONTRACTOR/STAFF	COST SAVINGS	EFFECTIVE DATE
CANCELED CONTRACTS		
Global Teach	\$78,584	8/1/2012
John F. DeSoto	\$57,057	8/1/2012
MM Pictures	\$220,704	8/1/2012
Red Monarch	\$168,559	8/1/2012
Community Outreach Associates LLC	\$375,469	8/15/2012
Lychee Productions Inc	\$1,169,146	8/15/2012
Carlson Communications	\$351,538	8/15/2012
John Williamson LLC	\$50,000	12/31/2012
REDUCED CONTRACTS		
Gary Omori	\$94,206	8/15/2012
Pat Lee & Associates	\$107,635	8/15/2012
(Savings at 50 percent reduction)		
PB STAFF REDUCTIONS		
Total 2.5	Salary Proprietary	
HART STAFF REDUCTION		
Information Specialist	\$72,168	12/31/2012
PROGRAM CUTS		
Newsletter	\$75,000	8/1/2012
TOTAL SAVINGS	\$2,820,066	