

**2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM  
FOR SOUTHWESTERN PENNSYLVANIA**

**APPENDIX 1**

**TRANSPORTATION PROCESS  
SELF-CERTIFICATION RESOLUTION AND CHECKLIST**

# SOUTHWESTERN PENNSYLVANIA COMMISSION

## SELF-CERTIFICATION PROCESS

### Introduction

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A self-certification of the metropolitan planning process is required under 23 CFR Part 450.336: For all MPAs, concurrent with the submittal of the proposed TIP to the FHWA and the FTA, as part of the STIP approval, the State (The Commonwealth of Pennsylvania) and the MPO (The Southwestern Pennsylvania Commission) shall certify, at least every four years, that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

- I. 23 U.S.C. 134 and 135, 49 U.S.C. 5303-5304, and 23 CFR part 450;
- II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- III. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- IV. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- V. Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- VI. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.* ) and 49 CFR parts 27, 37, and 38;
- VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- IX. 23 U.S.C. Section 324 prohibiting of discrimination based on gender;
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27, regarding discrimination against individuals with disabilities;
- XI. Executive Order 12898 (Federal Order) addressing Environmental Justice in Minority populations and Low Income Populations; and
- XII. 49 CFR part 20, prohibiting recipients of federal funds from using those funds for lobbying purposes.

### Self-Certification Schedule

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SPC's self-certification process for Fiscal Years 2021-2024 began in July 2019 with an SPC staff update of the self-certification checklist. The updated checklist was then reviewed and commented upon by the SPC Transportation Technical Committee (TTC). Changes will be provided to the Commission for approval by June 2020, in conjunction with adoption of the FY2021-2024 TIP. Once the self-certification review checklist is approved, a Resolution by the Southwestern Pennsylvania Commission will be passed at their regularly scheduled June meeting. The resolution of Certification along with the completed checklist will then be forwarded to The Commonwealth of Pennsylvania, the FHWA, and the FTA.

## Self-Certification Checklist

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The following checklist is intended to aid the MPO in reviewing and evaluating their processes and programs for the required self-certification process.

1. Is the MPO properly designated by agreement between the Governor and 75% of the urbanized area, including the central city? [23 U.S.C. 134(b); 49 U.S.C. 5303 (c); 23 CFR450.310(b)] - The SPC-Commonwealth of Pennsylvania planning agreement is in place and up to date.
2. Does the Southwestern Pennsylvania Commission include representation by elected officials, major modes of transportation providers and appropriate state officials? [23 U.S.C. 134(b);49 USC 5303 (c); 23 CFR 450.310(d)] - A listing of the full Commission roster can be found here: <https://www.spcregion.org/about/spc-officers-and-executive-committee/all-members-listing/>
3. Does the SPC boundary encompass the existing urbanized area and the contiguous area expected to become urbanized within the 20-year forecast period? [23 U.S.C. 134(b); 49 U.S.C. 5303 (c); 23 CFR 450.312(a)] - According to population projections and their spatial distribution prepared for *SmartMoves for a Changing Region*, the current SPC boundary encompasses the area expected to become urbanized over the next 20 years.
4. Does the SPC transportation planning process meet federal requirements? [23 U.S.C. 134; 23 CFR 450.306] - SPC's most recent federal certification review (FHWA and FTA, June 2017) determined that the region's transportation planning process meets federal requirements. SPC performs a biennial self-evaluation of its transportation planning processes as part of its TIP development process.
5. Is the transportation planning process continuous, cooperative and comprehensive? [23 CFR 450.306(b)] – SPC's planning process is inclusive of all planning partners, interested parties and the public.
6. Does the transportation planning process use a performance-based approach to transportation decision-making including established MPO performance targets? [23 CFR 450.306(d)] - SPC has integrated a performance-based approach into its TIP and plan development processes and has adopted PM1, PM2, PM3 and transit-related performance targets which have been included in the current SPC TIP and plan. The TIP identifies SPC's TPM processes in Appendix 3 (Draft, May 2020); the TPM process is also described in the [LRTP Appendix II](#) (July 2019). See the TIP and Plan Self-Certification checklist responses for additional detail.
7. Does SPC have an up-to-date, adopted Congestion Management Process? [23 CFR 450.322]
  - a. Is the CMP consistent with the LRTP? - Yes, the [CMP](#) directly feeds the Regional Operations Plan and acts as a critical supporting link between the LRTP and the TIP. The LRTP relies on data and strategies found in the CMP to develop project recommendations.



- c. Is the plan financially constrained? - Yes, refer to [Appendix IV-1](#) of the plan.
- d. Does it include funding for operations and system maintenance? - See Chapter 8, linked above.
- e. Is the LRTP updated every four years? - Yes, the SPC Mapping the Future Plan was adopted in June 2015; The SPC SmartMoves Plan in June 2019.
- f. Does the LRTP include required performance measures, performance targets, and a system performance report that includes an evaluation of system performance with respect to the performance targets, describing progress in comparison with system performance recorded in previous reports. – The SPC [LRTP Appendix II](#), Transportation Performance Management, includes PM1, PM2, and PM3 performance measures and performance targets as well as baseline performance data for these measures. The initial system performance report and progress description will be due upon completion of the first scheduled performance period for each measure. Separate processes for Transit Asset Management measures are documented in the Port Authority of Allegheny County Asset Management Plan (PAAC TAM Plan, October 2018) and the Pennsylvania Transit Asset Management Group Plan (PennDOT, September 2018). Transit Safety measures have not yet been completed; development processes are ongoing (as of April 2020).

**12.** Is there an adopted Transportation Improvement Program (TIP)? [23 CFR 450.326] Yes. The current TIP is the [SPC 2019-2022 TIP](#). The TIP Update (2021-2024 TIP) is currently being developed and reviewed (2021-2024 TIP).

- a. Is the TIP consistent with the LRTP? - Yes. Section V of the 2019-2022 TIP describes how TIP investments made in the short-term are clearly advancing the regional vision, goals and priorities set forth in MTF.
- b. Is the TIP fiscally constrained? - Yes, refer to Appendix 3, TIP Financial Summary.
- c. Is the TIP developed cooperatively with state and local transit operators? - Yes, the SPC Transit Operators Committee actively coordinates with SPC and PennDOT to program their operating and capital investment projects.
- d. Is it updated at-least every four years and adopted by SPC and the Governor of the Commonwealth of Pennsylvania? - Yes, the TIP Update (2021-2024 TIP) is scheduled for adoption in June 2020, about two years after the current TIP (2019-2022 TIP, June 2018).
- e. Does the TIP provide a description of the anticipated effect of the TIP toward achieving the performance targets established under 23 CFR 450.306(d)? - Yes, the draft 2021-2024 TIP describes the anticipated results of the (PM1) Safety Performance Targets [23 CFR 490 (a)(b)] and Highway Safety Improvement Program (HSIP) [23 CFR 924]. PM1 Targets were initially adopted by SPC in December 2017 and reaffirmed in January of 2019 and 2020.

**13.** Is there an adopted Unified Planning Work Program (UPWP)? [23 CFR 450.308]

- a. Are tasks and work products clearly defined? -Yes, tasks are defined and organized within each SPC Transportation Department functional planning area
- b. Is the UPWP consistent with the LRTP? - The UPWP actively works to advance the vision and policies of the adopted Long-Range Transportation Plan

- c. Is the work identified in the UPWP completed in a timely manner? - The UPWP provides a detailed list of planning activities – short-term, ongoing, and proposed with multi-year implications. These detailed activities are included for each major planning area: Plans and Programs, Modeling, Multimodal, Operations & Safety, and Program Management. Most activities are short-term, meaning that they will be completed within the active fiscal year. Ongoing or multi-year activities are generally listed as such. A listing of work completed in previous fiscal years in each functional area is included in the UPWP document.

**14. Does SPC have an adopted Public Participation Plan? [23 CFR 450.316]**

- a. Did the public participate in the development of the Public Participation Plan (PPP)?  
- All interested parties were consulted in development of the [Public Participation Plan](#). These parties include:
- Residents
  - Affected Public Agencies
  - Representatives of Public Transportation Employees
  - Freight Shippers
  - Providers of Freight Transportation Services
  - Private Providers of Transportation
  - Representatives of Users of Public Transportation
  - Representatives of Users of Pedestrian Walkways and Bicycle Transportation Facilities
  - Representatives of the Disabled
  - Other Interested Parties
- b. Was the PPP made available for public review for at-least 45 days prior to adoption?  
- The public comment period was held from February 28, 2011 through April 15, 2011. The plan has been subsequently updated in 2012 and 2015, each with their own 45-day public comment period.
- c. Is adequate public notice provided for public meetings? - Public meetings are advertised at least seven days in advance of the meeting. Public meetings are advertised in local newspapers, including minority publications, as well as through the SPC and planning partner websites, and through email distribution lists to stakeholders.
- d. Are meetings held at convenient times and at accessible locations? - Meetings are held in the late afternoon or early evenings at locations which are ADA accessible, on public transportation routes where possible and centrally located in each respective county or municipality.
- e. Is the public given an opportunity to provide oral and/or written comments on the planning process? - Oral and written comments are taken, documented and cataloged at meetings and public hearings and written comments are able to be submitted at anytime through SPC's web-based [Public Participation Portal](#)
- f. Is the Public Participation Plan periodically reviewed and updated to ensure its effectiveness? - See item c, above.
- g. Are plans/program documents readily available in an electronic format? - All SPC planning documents are available via the [SPC Website](#)

**15. Does the planning process meet the following requirements:**

- a.** 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart; - [Yes, see below.](#)
- b.** Title VI of the Civil Rights Act of 1964, as amended (42 USC 200d-1), 49 CFR part 21 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794; - [SPC's latest Title VI Plan was adopted in March of 2017.](#)
- c.** 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity; - [These requirements are addressed in the SPC Title VI Plan.](#)
- d.** Section 1101(b) of the FAST Act (Pub. L. 114–94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- e.** The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 etseq.) and 49 CFR parts 27, 37, and 38; - [These requirements are addressed in SPC's Procurement Procedures.](#)
- f.** The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance; - [These requirements are addressed in the SPC Title VI Plan.](#)
- g.** Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; - [These requirements are addressed in the SPC Title VI Plan.](#)
- h.** Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities. - [These requirements are addressed in the SPC Title VI Plan.](#)
- i.** All other applicable provisions of Federal law. (i.e. Executive Orders 12898 and 13166) - [SPC's most recent Environmental Justice Report can be referenced in L RTP Appendix VI.](#) An updated EJ analysis accompanies the 2021-2024 TIP Update. Also, please see SPC's [Title VI/LEP Plan](#).