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and

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Transportation Planning Certification Review

Puget Sound Regional Council

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FINAL REPORT

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Executive Summary

The U.S. Department of Transportation (USDOT) is required by Federal law to review and evaluate the transportation planning processes of transportation management areas (TMAs) at least once every four years. The review is conducted in Washington State by a team from the Federal Highway Administration Washington Division in Olympia and the Federal Transit Administration Region 10 in Seattle (FHWA/FTA Review Team). The review includes an examination of the Metropolitan Planning Organization's (MPO's) documented practices, procedures, guidelines and activities; a field review consisting of meetings with the MPO management and staff; and a follow-up report and joint statement of certification by FHWA/FTA.

The FHWA/FTA Review Team met several times in 2017 and 2018 to determine how to best focus the review process. Throughout 2017-18, FHWA/FTA also discussed the upcoming review in meetings with Puget Sound Regional Council (PSRC), including the 2017 and 2018 Unified Planning Work Program (UPWP) review, and at focused meetings in August 2017, and March and May 2018. The group also discussed the coming year and changes to PSRC upper management.

On July 10, 2018, FHWA/FTA conducted the formal TMA certification review with PSRC, State, and local agency staff.

This report documents the review findings, recommendations and commendations of the FHWA/FTA Review Team. No corrective actions were deemed necessary.

- **Findings** are a statement of the conditions found on a given subject area during the review.
- **Commendations** highlight elements of the MPO's program that demonstrate well-implemented practices and procedures
- **Recommendations** identify potential opportunities to enhance processes that already meet minimum Federal requirements.
- **Corrective Actions** concern planning practices or products which currently do not satisfy the intent of the Federal requirements.

For the purpose of certification, the outcome of this review is as follows:

The Federal Highway Administration and Federal Transit Administration jointly certify that the planning process conducted by the Puget Sound Regional Council meets the requirements of 23 CFR 450, Section 334(b)(i).

2014 Planning Certification Review Recap

On September 30, 2014, FHWA and FTA jointly certified that the planning process conducted by the Puget Sound Regional Council (PSRC) met the requirements of 23 CFR 450, Section 334(b)(i). The FHWA/FTA Review Team found no corrective actions necessary in 2014 and offered several recommendations to PSRC. Below is the status of recommendations from the 2014 review:

Agreements and Contracts

2014 Recommendation:

PSRC should establish policy and procedures for periodic review and update of contracts and agreements to ensure more timely and accurate revisions.

Addressed. PSRC has implemented a process to review existing agreements, updating them based on new or revised requirements. Staff and PSRC's Deputy Executive Director review all active Memoranda of Agreement (MOA) and Memoranda of Understanding (MOU) quarterly and annually (respectively) to ensure compliance and proper update procedures. All PSRC agreements are available on request and have been provided to the FHWA/FTA Review Team.

2014 Recommendation:

PSRC should complete an updated MOA with WSDOT, defining each agency's roles and relationship, including project funding and priorities, consistent with 23 CFR 450.314.

Addressed. PSRC updated the 2009 MOU with WSDOT in May 2016 (effective until May 2026).

Congestion Management Process (CMP)

2014 Recommendation:

The FHWA/FTA Review Team recommends that PSRC continue to develop a more transparent description of how the CMP contributes to identifying investment priorities and strategies. As PSRC moves toward a broader performance-based planning approach outlined by MAP-21, this systematic understanding of transportation monitoring will play an important role in reaching consensus among numerous interested parties.

Addressed. PSRC continues to communicate the structure and contributions of the CMP to policy discussions regarding short-range and long-range priorities and investments. PSRC is working to update existing conditions data and trends on the PSRC website, including congestion-related metrics. Extensive performance data are folded into the Regional Outcomes Framework as part of the evaluation of the MTP, evaluation of regional growth strategy alternatives, and the criteria for distributing PSRC-managed Federal funds.

Financial Planning

2014 Recommendation:

PSRC's financial strategy documentation should continue to further refine the large number of individual revenue actions that will be required to implement the MTP. The timing and exact nature of each action may be uncertain but additional detail will be needed to maintain reasonable assurance that new revenue will be available on a schedule that generally supports planned transportation investments. Specifically, future MTP updates must include a detailed strategy and timeline for gaining state legislative and public support.

Addressed. PSRC's financial strategy documentation continues to refine the large number of revenue actions required to implement the MTP. Action or inaction by Congress, the state Legislature, or the region's voters will influence implementation of the plan. PSRC continues to monitor and report on implementation of the various revenue tools included in the financial strategy, for both current law revenue and new revenue sources, which were developed with extensive coordination with regional and state partners and an evaluation of trends. The 2018 MTP update contained an updated financial strategy from 2014, based on progress or lack thereof for various assumptions over that timeframe.

Public Participation

2014 Recommendation:

To facilitate better opportunities for the public to participate in PSRC's meetings, it is recommended that PSRC consider holding periodic Policy Board and/or technical advisory committee meetings in alternative locations around the region and at different times during the day.

Addressed. PSRC holds open houses and other community meetings periodically at various locations throughout the region and at different times of day for outreach on specific planning products. Policy Board meetings are more appropriately held at a regular location and time of day to ensure attendance and facilitate interaction with staff. Given the central location of the PSRC offices, it has been deemed a more efficient destination for board members from the four member counties.

2014 Recommendation:

PSRC should regularly review and evaluate its public outreach techniques to ensure that information and meeting notices are accessible to broadest range of residents possible, including those without internet access.

Addressed. PSRC regularly reviews and evaluates its public outreach techniques to ensure that materials and information is accessible to a broad range of residents. The Public Participation plan was updated May 2018 to reflect these changes.

Title VI and related Requirements

2014 Recommendation:

PSRC needs to incorporate signed USDOT Title VI Assurances in its Title VI Program Plan. In addition, Appendices A and E (of the USDOT Title VI Assurances) need to be incorporated into all PSRC contracts/agreements.

Addressed: Staff have reviewed PSRC's Title VI Plan and contract template, and updated it with the appropriate USDOT Title VI Assurances. Over the past several years, PSRC has continued to work to improve outreach to a variety of audiences, and has made improvements both to accessibility of documents as well as expanded outreach to community groups.

2014 Recommendation:

Consistent with the Section 504 requirements of 49 CFR Part 27.7 and the ADA requirements of 28 CFR 35.130, PSRC should more specifically consider the condition of the region's pedestrian access routes in conjunction with the mobility needs of persons with disabilities when updating the MTP and TIP.

Addressed: *In the recently adopted MTP, the Coordinated Transit-Human Services plan incorporates ADA considerations, including infrastructure needs such as sidewalks and gaps to provide transit/paratransit service and non-emergency medical transportation. Also, as part of the Active Transportation Plan, PSRC is conducting a pilot to collect local pedestrian data in support of ADA accessibility plans as well as to foster consistent regional data collection and reporting.*

Summary of 2018 TMA Certification Finding

Introduction (23 CFR 450 Subpart C)

An urbanized area with a population over 200,000 is designated by the Secretary of the U.S. Department of Transportation (USDOT) as a Transportation Management Area (TMA). The organization designated by the Governor of Washington to carry out the Federally funded transportation planning activities for this TMA is the Puget Sound Regional Council (PSRC).

FHWA and FTA jointly review and evaluate the transportation planning processes for each TMA at least every four years to determine if those processes meet the requirements of *23 CFR Part 450, Subpart C - Metropolitan Transportation Planning and Programming*, and *40 CFR Part 51- Air Quality: Transportation Plans, Programs, and Projects*.

Planning Area Organizational Structure (23 CFR 450.310)

Regulatory Basis:

In addition to the TMA designation noted above, Federal legislation (*23 USC 134[b]; Section 49 USC 5303*) requires the designation of a Metropolitan Planning Organization (MPO) for each urbanized area with a population of more than 50,000 individuals. The policy board of the MPO that serves a TMA shall consist of (A) local elected officials, (B) officials of local agencies that administer or operate major modes of transportation within the area, and (C) appropriate State officials. This designation remains in effect until the MPO is redesignated. The addition of jurisdictional or political bodies into the MPO or members to the policy board generally does not constitute a redesignation of the MPO.

Findings:

- PSRC has established and continues to build strategic, cooperative, effective working relationships within its membership.
- PSRC continues to demonstrate a commitment to coordinate and consult with tribal governments. Some tribes elect to participate as full members, others as associate members, and others choose not to be involved. Three tribes have elected to serve on PSRC's Transportation Policy Board (Puyallup, Muckleshoot, Suquamish), and on PSRC's General Assembly; the Tulalip and Snoqualmie tribes currently prefer to remain non-voting associate members of the General Assembly.
- PSRC and the Thurston Regional Planning Council continue to serve as reciprocal members of each MPO, facilitating regional planning throughout the Puget Sound region.
- PSRC management and staff continue to provide excellent services to member agencies in the form of assigned senior PSRC staff to bring new board members up to speed, conduct outreach to member staff on help they may need, and provide a workshop for newly elected officials who are new to the planning process.
- PSRC also provides data and analysis services to member agencies in an array of approaches adapted to fit the needs of the members.
- PSRC leads transit coordination among 7 transit agencies, working with membership to get funding (such as FTA 5307) to appropriate recipients.
- PSRC's Transit Operations Committee works via set agreements on data coordination and other needs. Board membership among the transit agencies is often reciprocal to assure blanket evaluation of transit needs throughout the PSRC region.
- In addition, Board members and senior PSRC staff participate in partnerships such as the I-5 System Partnership, made up of electeds and private-sector business leaders to strategize on next planning

steps.

- PSRC staff help the Board and other executives understand the benefits, opportunities, and challenges of managing the planning process in terms of legislative initiatives like Connecting Washington, or voter decisions that created Sound Transit's tax base.
- PSRC tracks state-level executive policies and issues related to greenhouse gas emissions. PSRC also researches opportunities to reduce emissions or finance mitigation activities, like the recently approved carbon tax in British Columbia.
- PSRC has numerous technical staff committees, as well as three Policy Boards, an Operation Committee, and Executive Board. Information on membership and other details for each can be found on the PSRC website.

Corrective Actions:

- None

Recommendations / Commendations:

The FHWA/FTA Review Team commends PSRC for an organizational structure that facilitates on-going coordination and consultation with member agencies as well as continuous outreach to tribes for their inclusion in the planning process.

Metropolitan Planning Boundaries (23 CFR 450.312)

Regulatory Basis:

Federal legislation (*23 USC 134[c]; 49 USC 5303[d]*) requires boundaries of a metropolitan planning area to be determined by agreement between the MPO and the Governor. Each metropolitan planning area shall encompass at least the existing urbanized area ("UZA") and the contiguous area expected to become urbanized within a 20-year forecast period; and may encompass the entire metropolitan statistical area or consolidated metropolitan statistical area, as defined by the Bureau of the Census.

Findings:

- The MPO urban area boundaries in Washington were revised in 2013 based on the process required by the 2010 Census and will not be revised again throughout Washington until after the 2020 Census, probably around 2022-23.
- The MPO boundary includes the U.S. Census-designated urbanized area boundary, the WSDOT and FHWA approved UZA boundary (used for Federal functional classification purposes), the MPO/Governor-approved metropolitan planning area boundary, the air quality maintenance area boundary, and the Urban Growth boundary.
- There are Federal lands within the PSRC planning areas boundary.
- The State of Washington, PSRC, and Federal agencies work together closely on the boundary updates. Approvals of the various boundaries are current.

Corrective Actions:

- None

Recommendations/ Commendations:

- None

Metropolitan Planning Agreements (23 CFR 450.314)

Regulatory Basis:

Federal legislation (23 USC 134) requires the MPO to work in cooperation with the State and public transportation agencies in carrying out a continuing, cooperative, and comprehensive (3C) metropolitan planning process. These agencies determine roles and responsibilities and procedures governing their cooperative efforts. Federal regulations require that these relationships be specified in agreements between the MPO and the State and between the MPO and the public transit operators. The regulations also require an agreement between the MPO and any other agency responsible for air quality planning under the Clean Air Act. A single agreement should be executed among the MPO, State, transit operators, and designated air quality regulations to the extent possible. 23 CFR 450.314(a).

Findings:

- PSRC staff engage the public at major project milestones through an assortment of methods, and continually seek to improve their public engagement and outreach processes.
- Agreements that PSRC has signed or helped facilitate since the last certification review include:
 - Regional Reduced Fare Permit
 - MOU for Administration of Section 5310 Funds Apportioned to the Seattle-Tacoma-Everett Urbanized Area
 - Thurston Regional Planning Council (renewed agreement)
 - Alliance for Sustainable Energy – National Renewable Energy Laboratory for inclusion of data from PSRC in Secure Transportation Data Center
 - Cooperative Travel Model Software Development (amended and ongoing)
 - MOU with public transportation agencies (updated in 2017)
 - Addressing a recommendation in the 2014 Certification Review, the MOU with WSDOT was updated in 2016
 - The MOU with air quality agencies is currently in process to be updated to reflect newer references; the existing MOU is still valid
- PSRC provided the FHWA/FTA Review Team with an exhaustive list of all of their transportation-related agreements, and the associated dates of actions and links for each agreement.

Corrective Actions

- None

Recommendations/ Commendations:

- The FHWA/FTA Review Team commends PSRC's comprehensive tracking of the status of agreements as a best practice among planning agencies.

Unified Planning Work Program (23 CFR 450.308)

Regulatory Basis:

23 CFR 450.308 identifies the requirements for unified planning work programs (UPWPs) to be prepared in Transportation Management Areas by MPOs. 23 CFR 420.109 governs how FHWA planning funds are distributed to the MPOs. 49 USC 5303(h) allocates FTA planning funds to MPOs. MPOs are required to develop the UPWPs in cooperation with the State and public transit agencies [450.308(c)].

Findings:

- This topic was covered thoroughly in the last two certification reviews (2010 and 2014); PSRC continues to operate according to the conditions of the regulatory language above.
- The FHWA/FTA Review Team uses the UPWP review meeting each year to discuss the baseline for UPWPs and to hear from PSRC on other activities, achievements, results, goals, strategies, and new business.
- The MPO's Fiscal Year 2018-2019 UPWP was recognized by the Government Finance Officers Association and awarded the Distinguished Budget Presentation Award.

Corrective Actions:

- None

Recommendations/ Commendations:

- The FHWA/FTA Review Team commends PSRC's management and staff for ongoing annual efforts to keep Federal agencies informed of planning activities and progress. The FHWA/FTA Review Team also recognizes the high quality of the Fiscal Year 2018-2019 UPWP document, which contains clear and concise information on the MPO's policies, finances, operations, and planning activities.

Transportation Planning Process (23 CFR 450.306, 316 & 318)

Regulatory Basis:

Federal regulations 23 CFR 450.306 and 450.318 define the scope of the metropolitan transportation planning process and the relationship of corridor and other subarea planning studies to the metropolitan planning process and National Environmental Policy Act (NEPA) requirements. In addition, 23 CFR 450.316 (c)(d) and (e) address the need for participation by Federal lands management agencies and Tribal governments in the development of key products in the planning process. Key provisions of 23 CFR 450.306 are related to required planning factors, coordination, and consistency with related planning processes, asset management, and differences in requirements for TMAs and non-TMAs.

Findings:

- PSRC's consultation process is built into its governing structure. PSRC ensures that member governments and other key regional decision makers have an opportunity to guide the development of long-range plans and meet other agency mandates through committees, workshops, and, public engagement and involvement.
- PSRC continues to refine cost/benefit analysis tools to understand and apply meaningful comparative values to the project prioritization process.

- PSRC continues to follow strong policy guidance for creating and maintaining a safe transportation system in the Puget Sound region through working committees, and linking in its data management infrastructure.
- Security and emergency management is carried out at the Federal, state and local level by a host of agencies and disciplines from law enforcement to public health. PSRC routinely reaches out to agencies conducting security and emergency management activities to offer input and assistance as appropriate and to assure these priorities are captured within the planning process.
- PSRC continues to support the Governor's recommendations to move forward on state-required climate change and greenhouse gas (GHG) emissions reductions as an important component of future transportation system management.
- PSRC has played a leadership role with WSDOT, other MPOs, and FHWA on the development of the new statewide Freight Plan, which includes the allocation of critical rural/urban freight miles according to the 2015 FAST Act, as well as taking advantage of INFRA and FASTLane grant funds to address freight-related needs within the PSRC community. PSRC assured that freight funding is available through new eligibility requirements in the SR 167/169 area, as well as other industrial/warehouse areas of economic development.
- PSRC's planning process continues to bolster its commitment to multi-modal transportation as illustrated by its planning activities and decisions and the effective partnership it maintains with seven different transit providers, as well as bicycle and pedestrian interests.
- PSRC established an oversight committee (Finance Working Group) comprised of a diverse set of elected officials and senior staff to guide the effort to develop the MTP financial strategy. The MTP documents the oversight committee's process to identify revenues to support needed investments.
- PSRC has engaged with environmental resource agency partners, including the U.S. Environmental Protection Agency (USEPA), the Washington State Department of Ecology (Ecology), and others, throughout the planning process.
- PSRC engaged with affected public agencies, representatives of public transportation employees, public ports, 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 through various committees and ad-hoc working groups as part of the MTP development process.
- A lengthy process was recently completed to update the regional centers framework, with collaboration by PSRC member jurisdictions. The process was led by a stakeholder working group and the Growth Management Policy Board, with ultimate approval by the Executive Board.

Corrective Actions:

- None

Recommendations/ Commendations:

- The FHWA/FTA Review Team commends PSRC for its continued work with the WSDOT, Ecology, Puget Sound Clean Air Agency, USEPA, industry, and others to identify aggressive approaches to reduce greenhouse gas emissions.

Metropolitan Transportation Plan Development (23 CFR 450.324)

Regulatory Basis:

Federal regulations require the development of a Metropolitan Transportation Plan (MTP) as a key product of the metropolitan planning process, updated every four years in air quality nonattainment and maintenance areas and every five years in attainment areas to ensure its consistency with changes in land-use, demographic, and transportation characteristics. Federal law requires that the metropolitan transportation planning process include developing a 20-year transportation plan that addresses both short- and long-term strategies/actions that lead to the development of a multi-modal transportation system to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand.

Findings:

- PSRC developed and adopted (May 2018) an updated long-range transportation plan for the region – *Transportation 2040 update (T2040)*. PSRC refers to this document as its Regional Transportation Plan (RTP), but it will be referred to within this report as the MTP. The update addressed several plan elements, but focused on updating the financial strategy, state of good repair strategies (preservation and maintenance), and highlighting investments and funding accomplished or underway since the last plan.
- The MTP update is user friendly and succinct. The main body of the document references numerous technical appendices. The appendices themselves are easy to follow and provide information that traces successes, challenges, and next-step strategies to address transportation issues.
- The FHWA/FTA Review Team found that the new efforts by PSRC to make its plans and general information available to the public supports its public outreach.
- PSRC continues to identify preservation, maintenance, and operations of regional transportation systems and facilities as the foundation for its MTP and as the priority in transportation investment decisions.
- Transportation safety continues to be a cornerstone of the MTP and is integral to the congestion management process/performance-based planning, bicycle and pedestrian planning, transit planning and freight planning.
- The freight strategy outlines opportunities and recommendations for freight that are both long and short term. The FAST Corridor Partnership and the Regional Freight Mobility Roundtable have participated throughout the MTP process. The update has also included the list of fiscally constrained freight investment projects developed in 2017 as a response to the Federal freight plan requirement.
- Strategies for mitigating environmental effects are identified in the MTP update. Potential mitigation measures are identified and examples are provided on a broader scale based on current best practices in the form of transportation options that incorporate health and equity, and support the environment.
- A list of regional capacity projects is included in the MTP and PSRC also maintains an interactive web map with all capacity projects. The list includes additional projects not currently included in the financially constrained plan, for illustrative purposes.
- PSRC also maintains an interactive webmap for the Regional Bicycle Network (RBN) that highlights completed and future network of bicycle facilities in the region. PSRC worked with member jurisdictions to develop the RBN and ensure alignment with local plans.
- The MTP describes the regional integrated transit network, and the costs of maintaining and operating these systems are included in the financial strategy.

- The policies and investments in the 2018 MTP update are within the parameters and assumptions for the original Transportation FEIS approved in 2010. A SEPA addendum was prepared for the 2018 plan update.
- The updated MTP provides a useful discussion of current and emerging technologies (Appendix N: Technology) that will likely have a significant impact on future regional transportation planning.
- PSRC worked with WSDOT to develop a State Facilities Action Plan (Appendix I to PSRC's MTP) to identify low-cost operational improvements, improve the flow of HOV lanes, and accelerate seismic retrofits along the I-5 corridor in the central Puget Sound region.

Corrective Actions:

- None

Recommendations/ Commendations:

- None

Performance-Based Planning Program**Regulatory Basis (23 CFR 450.306, 324, 322, 326):**

23 CFR 450.306 directs MPOs to establish and use a performance-based approach to transportation decision-making to support national performance goals. The MTP must, at a minimum, include a description of the performance measures and performance targets used in assessing the performance of the transportation system and a system performance report evaluating the condition and performance of the transportation system with respect to the performance targets. The TIP must document that projects will demonstrate progress toward achieving the performance targets established under §450.306(d). The TIP shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan, linking investment priorities to those performance targets. TMAs must also address congestion management via a Congestion Management Process (CMP) that provides multimodal transportation system performance measures and strategies to mitigate congestion.

Findings

- PSRC incorporates the CMP into the overall transportation planning process via the Regional Outcomes Framework and is documented as part of the System Performance Report.
- PSRC has created online tools to display regional data such as travel time, mode shares, bridge conditions and other data that will be updated on a regular basis. PSRC has also developed a set of regional outcomes that drive the performance evaluation of the MTP, as well as the evaluation of regional capacity projects entering the plan.
- The performance management structure provides a consistent set of measures in the evaluation of projects competing for PSRC's Federal funds.
- PSRC is currently working with WSDOT to apply and evaluate available data on all state routes to identify needs and challenges, tying that data into current and planned projects and improvements, and ultimately working with stakeholders to further identify future investments via a practical solutions approach.

- PSRC has developed a new online tool called Regional Performance Data that provides scalable performance data for specific travel corridors, cities, counties, or in some cases custom geographies.
- The MTP describes an approach for evaluating the plan against a variety of performance-based measures, which is consistent with and supports the Federal performance-based planning requirements.
- PSRC has an integrated performance-based planning program. Integrated throughout the planning process, measures are organized by a Regional Outcomes Framework consisting of 11 key outcomes.
- In addition, PSRC is part of a team of statewide MPO leadership working with WSDOT on establishing performance targets in response to Federal requirements.
- The targets for transit asset management and safety have been adopted; the remaining targets will be adopted in October 2018.
- PSRC has integrated MAP-21 and subsequent FAST Act performance-based approaches into the transportation planning process for the 2018 MTP update.
- PSRC continues to incorporate the contributions and output of the CMP to policy discussions regarding short-range and long-range priorities and investments. PSRC is working with WSDOT, Sound Transit, local transit and local jurisdictions to develop a new existing conditions website on congestion-related metrics. This was folded into the Regional Outcome Framework.

Corrective Actions:

- None

Recommendations / Commendations:

- The FHWA/FTA Review Team recommends that PSRC continue to develop a clear and understandable performance-based evaluation system to identify investment priorities and strategies. PSRC should continue to add and refine performance objectives and measures to address Federal requirements as well as local needs.

Transportation Improvement Program (TIP) (23 CFR 450.324, 326 & 328)

Regulatory Basis:

MPOs are required to develop TIPs in cooperation with the State DOT and public transportation operators. The TIP must include capital and non-capital surface transportation projects, bicycle and pedestrian facilities and other transportation enhancements, Federal Lands Highway projects and safety projects that are included in the State's Strategic Highway Safety Plan. In addition, all Federally and non-Federally funded, regionally significant projects must be included in the TIP and STIP and be consistent with the MPO's MTP for information purposes and air quality analysis in nonattainment and maintenance areas. The TIP should identify all eligible transportation control measures (TCMs) included in the air quality state implementation plan (SIP) and give priority to eligible TCMs and projects included for the first two years that have funds available and committed.

Findings:

- The PSRC TIP was last updated on August 16, 2018. The procedures, criteria, and other requirements associated with these updates and amendments are detailed in PSRC's TIP guidance document titled "Policy and Procedures Guide for the TIP."
- PSRC has a comprehensive policy framework that provides guidance on project prioritization for PSRC-managed Federal funds. A criteria-based project evaluation system is used. Projects are ranked by staff, reviewed by PSRC's technical committees, and project recommendations are made

to the policy boards. The boards review and approve the projects that are included in the draft TIP that goes out for public review.

- PSRC employs a comprehensive public involvement process for TIP development that makes use of a variety of media and digital outreach.
- PSRC includes a list of obligated projects from the previous year in the annual update of the TIP. This list keeps the public aware of the progress or delay of Federal or regionally significant projects so they are more easily tracked.
- The TIP was discussed and reviewed in the context of how PSRC facilitates the project requests from locals through incorporation into the TIP. The FHWA/FTA Review Team also reviewed how the project list is considered for inclusion and prioritization, and how closely PSRC staff monitor individual project requests to ensure they meet Federal and state requirements, check for eligibility, clarity, and appropriate funding type. A member of the FHWA/FTA Review Team attended a project selection meeting held in Pierce County before the TMA Certification Review to observe the process in person.
- The TIP project list is available in a geographic web-based format, and is amended monthly to provide a current list for member jurisdictions.
- The process of project selection for PSRC 2021-2022 Federal funds is currently underway and will be followed by preparation of the 2019-2022 TIP, which is expected to be adopted in October 2018.

Corrective Actions:

- None

Recommendations/ Commendations:

- The FHWA/FTA Review Team commends PSRC for its well-established, competitive process for allocating discretionary FTA and FHWA funds, and constant improvements as funds, funding levels, and requirements change.

Financial Planning/Fiscal Constraint (23 CFR 450.324)

Regulatory Basis:

23 CFR 450.324(g)(11) identifies the requirements for financial plans of Metropolitan Transportation Plans, which include: revenue estimates cooperatively developed among the State, MPO and transit operator; revenue estimates including public and private sources that are committed, available, or reasonably expected to be available; system-level estimates of operation and maintenance costs for Federally supported facilities and services; cost and revenue estimates incorporating inflation rates reflecting year-of-expenditure dollars; and the quality and period review of cost estimates.

Findings:

- The FHWA/FTA Review Team found that PSRC's financial plan is a generally clear and comprehensive document that reflects revenues and costs of the transportation plan, and provides reasonable assurance that sufficient financial resources will be available to implement and complete most elements in the plan. The plan includes clear language regarding potential shortfalls, why there are shortfalls, and how expectations are to be adapted if shortfalls are not filled.
- PSRC has repeated a long-term fiscal growth assumption that current-law revenues—generally existing sources of funds at current tax rates—will be sufficient to fund the ongoing needs of the current system, but will be inadequate for adding new capacity needed to address existing deficiencies and population and employment growth.

- To pay for needed new capacity, PSRC's financial strategy continues to include a gradual shift in revenue sources, away from gas taxes and toward user fee-based approaches such as facility and system tolls and mileage fees like road usage charges (RUC).
- The financial strategy documentation acknowledges that many individual revenue actions will be required to implement the MTP. The timing and exact nature of each action is defined in strategic terms given the inherent uncertainty involved—using a high-level approach. As PSRC moves toward its VISION 2050 and next MTP update, the revenue structure will likely continue to change as most of the government entities in PSRC's region search for new answers to these shortfalls.
- The statewide passage of "Connecting Washington" transportation funding provides a large injection of support to the cost of identified transportation investments to cover vital system improvements and projects programmed in the plan.
- The financial plan's strategy describes an approach to identify currently authorized and new revenues to fund the identified plan investments, and provides a clear action plan to advance the implementation of new revenues identified as part of the plan's financial strategy. All revenue and cost estimates are reflected in "year of expenditure dollars."
- PSRC's financial strategy documentation continues to refine the large number of revenue actions required to implement the MTP. Action or inaction by Congress, the state Legislature, or the region's voters will substantially influence implementation of the plan.

Corrective Actions:

- None

Recommendations/ Commendations:

- The FHWA/FTA Review Team recommends that PSRC further develop a long-term financial plan that includes additional detail to support justification of future revenue assumptions and document why these assumptions should be considered reasonable by Federal partners.

Public Participation (23 CFR 450.316, 322 & 324)**Regulatory Basis:**

The MPO is required, under 23 CFR 450.316, to engage in a metropolitan planning process that creates opportunities for public involvement, participation and consultation throughout the development of the MTP and TIP, and is also included in 23 CFR 450.322(f)(7) and (g)(1)(2), (i) and 23 CFR 450.324(b).

Findings:

- PSRC continues to improve public engagement efforts, particularly with those populations with greater access challenges. Both the updates to the regional transportation plan and the work of VISION 2050 have expanded outreach to community based organizations. A consultant was hired to provide feedback on the accessibility of public materials and provide suggestions for future improvements.
- PSRC continues to update its Public Participation Plan (PPP) and public outreach to better understand how its constituency would like to interact on planning issues. PSRC provided numerous examples of outreach, including attending public events, public meetings, holding special emphasis meetings, and dovetailing public outreach into existing scheduled meetings.

- PSRC holds open houses and other community meetings at various locations throughout the region and at different times of day. Policy Board meetings are held at a regular location and time of day to ensure attendance and facilitate interaction with staff.
- PSRC regularly reviews and evaluates its public outreach techniques to ensure that materials and information is accessible to a broad range of residents.

Corrective Action:

- None.

Recommendations/ Commendations:

- None.

TITLE VI and Related Requirements (23 CFR 450.336)

Regulatory Basis:

It has been USDOT's longstanding policy to ensure non-discrimination under Title VI of the Civil Rights Act of 1964, and related nondiscrimination statutes and regulations. Title VI bars intentional discrimination as well as disparate impact discrimination (e.g., neutral policy or practice that has the effect of discrimination). Planning regulations [23 CFR 450.336] require the MPO to self-certify that "the planning process... is being carried out in accordance with all applicable requirements of... Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000d-1) and 49 CFR Part 21." In compliance with Executive Order 12898, the USDOT Order on Environmental Justice was issued in 1997, and updated in May 2012. The updated USDOT Order affirms the importance of considering environmental justice principles as part of early planning activities and overall transportation decision-making.

Executive Order 13166, titled "Improving Access to Services for Persons with Limited English Proficiency (LEP)" (issued August 11, 2000) requires recipients and sub-recipients of Federal financial assistance ensure that LEP persons have meaningful access to their programs and activities.

Findings:

The Coordinated Transit-Human Services plan provides the context for the provision of transit / paratransit service as well as the identification of infrastructure needs such as sidewalk and other emerging needs and gaps. The Active Transportation Plan coordinates the collection of local pedestrian data in support of ADA accessibility plans.

- The 2017-2020 TIP and 2018 MTP update are supported by an environmental justice analysis that assesses benefits and impacts to minority and low-income populations in the region. The project selection process for PSRC funds in the TIP also includes the consideration of benefits to EJ populations.
- Although PSRC does not have a formal role as it relates to local agency ADA transition plans, they work with WSDOT to provide guidance to jurisdictions. PSRC also tracks the status of these plans, in particular as they relate to their sidewalk data pilot project.
- PSRC completed an equity analysis to evaluate the potential benefits and possible burdens of proposed transportation policies and projects on people of color and people with low income for the MTP. In the recently adopted MTP, ADA considerations include infrastructure needs such as sidewalk and other gaps to providing transit / paratransit service, and collecting local pedestrian data in support of ADA accessibility plans.

- PSRC staff have reviewed PSRC's Title VI Plan and contract template, and updated it with the appropriate USDOT Title VI Assurances.
- In the recently adopted MTP, ADA considerations include infrastructure needs such as sidewalk and gaps to providing transit / paratransit service, and collecting local pedestrian data in support of ADA accessibility plans.
- Staff have reviewed PSRC's Title VI Plan and contract template, and updated it with the appropriate USDOT Title VI Assurances.

Corrective Actions:

- None

Recommendations and Comments:

- The FHWA/FTA Review team commends PSRC for incorporating equity into its overall work program, including an equity analysis as part of the plan, improving its public involvement and outreach program, as well as incorporating equity through its hiring and contracting practices.

Appendix A

Public Input

2018 Public Input to the TMA Certification Review Process

The TMA certification review was held on July 10, 2018, at Puget Sound Regional Council, 1011 Western Avenue, Seattle, WA. The meeting was scheduled from 9:00 a.m. to 4:30 p.m. and wrapped up at 3:00 p.m. The meeting was attended by PSRC management and staff, WSDOT staff, and the FHWA/FTA Review Team from FTA and FHWA.

To better reach out to PSRC's public, the FHWA/FTA Review Team had PSRC announce the upcoming review on its public web page, and accepted comments for 30 days.

PSRC and the FHWA/FTA Review Team also invited members of PSRC's boards, including the Tribes.

Only one comment was received from the public, which spoke to a personal issue that the person experienced in PSRC's building. The comment was unrelated to the Federal requirements associated with the PSRC planning process. The FHWA/FTA Review Team will continue to evaluate options for better public involvement in the TMA certification process, and will continue to entertain comments throughout each year.

Appendix B Acronyms and Abbreviations

ADA	American with Disabilities Act
CAAA	Clean Air Act Amendments of 1990
CFR	Code of Federal Regulations
CMAQ	Congestion Mitigation and Air Quality
CMP	Congestion Management Process
DBE	Disadvantaged Business Enterprises
DOT	Department of Transportation
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FAST Act	Fixing America's Surface Transportation System Authorization Act
FAST	Freight Action Strategy for Seattle-Tacoma Corridor Partnership
FASTLane	Fostering Advancements in Shipping and Transportation for the Long-Term Achievement of National Efficiencies (FASTLANE) Grants; USDOT grant program
FEIS	Final Environmental Impact Statement
GHG	Greenhouse Gas(es)
GIS	Geographic Information System
INFRA	Infrastructure for Rebuilding America; USDOT grant program
ITS	Intelligent Transportation Systems
LEP	Limited English Proficiency
L RTP	Long-Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21 st Century Authorization Act
MOU / MOA	Memorandum of Understanding / Agreement
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
NEPA	National Environmental Policy Act
NHS	National Highway System
PL	Planning Funds
PPP	Public Participation Plan
PSRC	Puget Sound Regional Council
RBN	Regional Bicycle Network
RTP	Regional Transportation Plan
RUC	Road Usage Charge
SEPA	State Environmental Policy Act, State of Washington
SHSP	Strategic Highway Safety Plan
SIP	State Implementation Plan (for air quality)
SOV	Single-Occupancy Vehicle
SR	State Route
STBGP	Surface Transportation Block Grant Program (may also refer to STP)
STIP	State Transportation Improvement Plan
STP	Surface Transportation Program – now Surface Transportation Block Grant Program
TAZ	Transportation Analysis Zone
TCM	Transportation Control Measure
TIP	Transportation Improvement Program

Title VI	Title VI of the 1964 Civil Right Act
TMA	Transportation Management Area over 200,000 in population
UAB	Urban Area Boundary
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United State Department of Transportation
USEPA	United State Environmental Protection Agency
UZA	Urbanized Area
VMT	Vehicle Miles Traveled
WSDOT	Washington State Department of Transportation

Appendix C
FHWA/FTA Review Team

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September 28, 2018

HPP-WA.1/730.4

Josh Brown, Executive Director
Puget Sound Regional Council
1011 Western Avenue, Suite 500
Seattle, WA 98104

**Puget Sound Regional Council (PSRC)
2018 Planning Certification Review**

Dear Mr. Brown:

The Moving Ahead for Progress in the 21st Century Act (MAP-21) and the subsequent Fixing America's Surface Transportation System Authorization Act (FAST Act) authorization retained the requirement for the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) to review and certify the planning processes for Transportation Management Areas (TMAs) at least every four years; PSRC is the TMA for the greater Seattle/Puget Sound area of Western Washington. The previous FHWA/ FTA TMA certification for PSRC was completed on September 30, 2014.

FHWA and FTA staff conducted a joint review of PSRC's transportation planning process on July 10, 2018. The Federal review team determined that PSRC continues to meet the requirements to satisfy the provisions for metropolitan transportation planning established under 23 CFR Part 450.

FHWA and FTA jointly certify the PSRC planning process for a period of four years.

This final report includes recommendations and commendations of the PSRC's transportation planning process. We appreciate the time and assistance that your staff provided during this review.

If you have any questions for the review team, please contact Sharleen Bakeman, FHWA Washington Division Office, 360-753-9418, or Ned Conroy of FTA Region 10, 206-220-4318

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Daniel M. Mathis, P.E.
Washington Division Administrator
Federal Highway Administration

**LINDA M
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Linda M. Gehrke
Regional Administrator
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cc: Marshall Elizer, WSDOT
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