

METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION

In accordance with 23 CFR 450.334, the Cumberland Area Metropolitan Planning Organization, the designated Metropolitan Planning Organization for the Cumberland-MD-W-PA Metropolitan Area, hereby certifies that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. Section 5303 and 23 CFR 450 Subpart C (Metropolitan Planning);
- (2) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 200d-1) and 49 CFR part 21;
- (3) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (4) Section 1101(b) of the Fixing America's Surface Transportation Act (FAST Act - P.L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded planning project;
- (5) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-Aid highway construction contracts;
- (6) The provisions of the American with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27,37 and 38;
- (7) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal finance assistance;
- (8) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (9) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) AND 49 CFR part 27 regarding discrimination against individuals with disabilities;

Please reference 2016 MPO Self-Certification Narrative, labeled as "ATTACHMENT A" is hereby made an integral part of this document.

**Cumberland Area Metropolitan Planning
Organization**

Signature 

President
Title

October 20, 2016
Date

Maryland Department of Transportation

Signature 

Director
Title

10/24/16
Date



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Cumberland Area 2016 MPO Self-Certification Narrative
ATTACHMENT A
DATE

A. Required Agreements Narrative:

Narrative: Below is a status description for the MPO governing agreements.

Interagency Grant Agreement - between the Governor of the State of Maryland (MDOT Commissioner as designee), Maryland State Department of Transportation, the Board of County Commissioners of Allegany County were designated as the Cumberland Area Metropolitan Planning Organization (CAMPO) (signed October, 1990). This agreement establishes the MPO and articulates its basic structure and required activities. Dated September 30, 1992.

Hosting Agreement - between the State of Maryland (Maryland Department of Transportation) and Allegany County. This document provides the contractual basis for the use of Federal Highway Administration "PL" and Federal Transit Administration "Section 8" planning funds, as administered by the Maryland Department of Transportation. The agreement is updated annually to replace estimated budget figures with approved budget totals.

Multiple MPOs - the Cumberland Area Metropolitan Planning Organization represents a discrete metropolitan planning area. Therefore, no multiple MPO agreements are necessary.

B. Planning/Technical

The documents currently in effect meet the requirements for a non-TMA MPO. These documents effectively describe the federally funded transportation planning activities to be conducted by the participating entities during the certification period.

1. Unified Planning Work Program

Narrative: The 2016-2017 Unified Planning Work Program was written and reviewed by the MPO in accordance with the requirements of the joint planning regulations (23 CFR §450) and was formally adopted on May 19, 2016 via Resolution 16-12 Approval of the 2016-2017 Unified Planning Work Program.

On April 2014 the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly issued Planning Emphasis Areas (PEAs). On March 18, 2015 FHWA and FTA requested that MPOs reiterate and emphasize the PEAs in their 2016 planning work programs. The three PEAs are: MAP-21& FAST Act Implementation-Transition to Performance Based Planning and Programming (PB); Models of Regional Planning Cooperation (RP; and Ladders of Opportunity (LO). There are numerous projects, efforts and initiatives included in the 2016-17 UPWP that support the different PEAs. As appropriate, the planning emphasis areas, work tasks and initiatives described in other sections of the UPWP are identified with the acronyms of each of the PEAs as indicated above: PB, RP, LO. These labels identify the related PEA associated with each UPWP activity.

The 2016-2017 UPWP will continue to focus on the general goal of preserving and sustaining the core MPO activities and requirements with a focus on the following emphasis areas for 2016-2017:

- Transportation Improvement Plan: To develop the Cumberland Urbanized Area Transportation Improvement Program (TIP) for FY 2017 – FY 2021 as specified by the Federal urban transportation planning requirements.

- MPO Administration: This is a continuing task and includes all necessary coordination and administration associated the performance of the urban transportation planning process through this Unified Planning Work Program. Included in this activity is the coordination between federal, state, county and municipal levels of government by the MPO.
- Transit System Evaluation: (NTD) To assemble data that meets the standards set by the Federal Transit Administration (FTA) for use in the National Transit Database on ridership, mileage and other characteristics of the Allegany County Transit System within the Cumberland Urbanized Area. (PB)
- Transit System Safety Plan Evaluation: A task in the FY 2017 Cumberland Urbanized Area Unified Planning Work Program provided for the updating of the Transit System Safety Plan to address the additions that were made to the system using ARRA and other capital funding. The plan update will be completed by the end of FY 2014. The purpose of this task is to complete a preliminary evaluation and assessment of the actions taken based on the recommendations from the FY 2016 update. (PB)
- Allegany County Transit Advisory Committee Coordination: The Maryland Transit Administration requires all Locally Operated Transits to have a Transit Advisory Committee (TAC). The Cumberland MPO staff will organize and hold bi-annual meetings with the TAC to discuss and resolve transit related issues in the area. (LO)
- Allegany County Transit Facilities and Equipment Maintenance Plan: Allegany County Transit is required to have a MTA approved Facility and Equipment Maintenance Plan to keep capital assets, including equipment and its facility and operations in a state of good repair. (PB)
- Allegany County Transit Technologies Review and Specification Development: To write specifications for on-vehicle cameras and automated passenger counters appropriate for Allegany County Transit's operations and funding. (LO)
- 2017 Priority Letter Coordination: Allegany County is required to coordinate with the local jurisdictions when requesting projects for Maryland Department of Transportation to consider on Consolidated Transportation Plan. The MPO staff will assist Allegany County in coordinating and compiling the projects for the priority letter. (RP)
- Greene Street TIGER Grant Data Collection and Analysis: Assisting the City of Cumberland with to gather data that will be used to prepare a TIGER Grant Application for rehabilitating the Greene Street Corridor. (RP)
- Public Participation Plan: To ensure broad-based citizen input into the transportation planning process undertaken by the MPO. (RP)
- Lower LaVale to GAP Connection Plan Part 1: Identify funding sources available to construct a non-motorized connection from Lower LaVale to the Great Allegany Passage. Then provide a plan, recommendations, and up to 30% design that can be used to move the project into implementation phases. (RP)

2. Transportation Plan:

Narrative: On February 26, 2016 the Cumberland Area Metropolitan Planning Organization adopted resolution 16-5, Approval of the 2040 Long-Range Transportation Plan (LRTP). This resolution marked the completion of the Long-Range Transportation Plan update process performed by the CAMPO. The 2045 LRTP will need to be updated by December 2021.

The LRTP conforms to the State Implementation Plan (SIP) and, as required, is fiscally constrained. The LRTP includes all the federally required elements and planning factors. The Cumberland MPO area is classified as an air quality attainment area under all National Ambient Air Quality Standards (NAAQS). Therefore, a conformity approval of the LRTP was not required. The LRTP includes an analysis of

current and projected demographic information, a transportation infrastructure assessment, as well as data on travel trends and characteristics.

CAMPO followed its Public Participation Procedures during the LRTP update. Any activity concerning the development or update of the LRTP will be done in following the Public Participation Procedures and in consultation with all required contact agencies and organizations in addition to the list of local contacts maintained by the CAMPO.

3. Transportation Improvement Program (TIP):

Narrative: The 2017-2022 Transportation Improvement Program was formally approved by the MPO via resolution 16-18, Adopting the 2017-2022 Transportation Improvement Program, on June 30, 2016, following a 30-day public comment period and public meeting. This four-year, prioritized, and fiscally constrained program was approved and accepted by USDOT. The 2017-2022 Transportation Improvement Program was developed through the coordinated participation of all project sponsors, including MDOT. The process followed, which recognized the direct linkage between the regional and MPO programs, resulted in a TIP that meets all federal requirements and is consistent with the Long Range Transportation Plan. The TIP includes a financial plan and project descriptions showing the type of work to be accomplished, responsible local sponsor, funding sources, etc. The project tables include detailed financial information related to project phases, date of implementation, costs and share distribution.

CAMPO is classified as an air quality attainment area under all National Ambient Air Quality Standards (NAAQS). Therefore, a conformity approval of the TIP and its projects was not required.

4. Technical Areas:

Narrative: The Unified Planning Work Program identifies technical studies and activities designed to provide timely information for decision-making on relevant current and future issues. Specific efforts were made to collect information on the condition and utilization of the existing transportation system so as to provide the basis for rational programmatic decision-making and revisions to the LRTP.

- *Planning Efforts* – CAMPO is working with a number of local partners providing input and technical support in their planning efforts.
- Non-Motorized Transportation – CAMPO completed the Allegany County Bicycle and Pedestrian Master Plan in 2012.
- Allegany County Transit - CAMPO provides technical and other support for Allegany County Transit to fulfill its mission of providing transportation.

5. Special Considerations in Transportation Planning Process:

A) Title VI

Narrative: CAMPO is working in cooperation with MDOT's Office of Fair Practices to implement a Title IV Program that is compliant with y with all Federal Statutes, Regulations, Executive Orders, and Administrative Requirements applicable to applications made to and Grants Received from the Federal Transit Administration in regards to Title VI of the Civil Rights Act of 1964.

Environmental Justice (EJ): The Long Range Transportation Plan (An important dynamic described by the Census data used to develop the LRTP is the multimodal nature of the work commute for minority and low income populations (LRTP Chapter 2 – page 2.13, FIGURES 2.14, 2.15 and 2.16). These populations are more dependent on modes other than the privately owned vehicle for the critical 'trip to work'. This speaks strongly to the equity impacts of transportation decisions. Minority populations use transit and walk at a much higher rate than white (non-hispanics) for their work based trip. A similar pattern appears for low income households. The proportion of households reporting driving alone increases with household income. The LRTP's emphasis on multi-modal transportation through the provision of enhanced transit, bicycle and pedestrian

facilities, along with support for shared transportation services and transportation technology applications help reduce car dependency and strengthen mobility for populations with limited car access.

Disadvantaged Business Enterprise (DBE): MPO staff has responded to all requests for information from the MDOT's Office of Fair Practices including submission of semi-annual DBE reports. No discrimination complaints or litigation are pending.

B) Private Operators

Narrative: Private transportation providers and transit operators are encouraged to participate in all planning activities of the MPO. The principal mechanism for encouraging regular involvement is the regular mailing of meeting notices and announcements MPO activities to various transportation providers.

C) Planning Factors

Narrative: CAMPO has and will continue to make a "good faith" effort to consider and address the planning factors identified in federal regulations at a level of detail and complexity that is in accordance with the size, complexity, and resources available to the CAMPO planning program. The adopted 2040 Long-Range Transportation Plan (Chapter 1) includes a specific assessment of how the CAMPO is addressing the eight planning factors.

D) Public Participation Plan

Narrative: CAMPO has formally Adopted the Public Participation Plan in 2008 and as part of the FY 2016 UWP it is updating the Plan to reflect newer technologies to for outreach.

C. Administrative/Management

1. Progress Reports:

Narrative: Comprehensive UPWP Progress Reports are prepared quarterly on-time and distributed to the appropriate agencies, FTA, FHWA, and MDOT. Additional documentation is provided as part of the reimbursement package prepared for and submitted to MDOT.

2. Bills:

Narrative: The MPO staff/host agency has institutionalized and automated the process of generating bills. Requests for reimbursement are prepared by the CAMPO staff and authorized by the signature of the County Finance Director/Comptroller. The CAMPO has a fine record of paying bills in a timely manner.

3. Audits:

Narrative: The Host Agency, Allegany County, audits the MPO's financial activity annually as part of their comprehensive single-audit process. To date, MDOT has accepted all of these reports without material weakness.

4. Annual Program:

Narrative: CAMPO annual program is routinely closed out in a timely manner. Deadlines for budget preparation and UPWP development have been met with the cooperation of member agencies and in coordination with the Host Agency.

5. Budget:

Narrative: The MPO staff has adequately administered the annual operations budget in compliance with the policies of the CAMPO Advisory Committee and the Host Agency.

6. Consultant Selection:

Narrative: CAMPO follows a procurement process based on the Host Agency's procedures, with additional input and assistance from MDOT. The CAMPO has no authority to issue contracts with

consultants; however, at the request of the CAMPO the Host Agency (Allegany County) will enter into contracts on behalf of the MPO. DBE candidate firms are encouraged to respond to all RFQs and RFPs. The CAMPO follows the provisions of the Allegany County Affirmative Action Plan. In addition, the CAMPO is a signatory to the MDOT DBE plan and follows the provisions of that plan during its consultant selection process.

7. Staff/Host Relations:

Narrative: CAMPO Staff are employees of Allegany County, the Host Agency has been constructive and positive. There are no pending staffing or recruiting issues.

8. Decision-Making:

Narrative: Committees are adequately structured and staffed, with reasonable decisions usually reached in a timely fashion. Committee members are active participants who understand and value the metropolitan planning process.

9. Governance:

Narrative: As described above in Section A. Required Agreements, all foundation documents of the CAMPO including the initial Interagency Agreement and the Hosting Agreement are ongoing and reflect current MPO structure and operations. As stated above, CAMPO-Host Agency (Allegany County) relations are stable. Currently all routine MPO functions are handled in an efficient manner. The CAMPO has well-structured access to the decision-making processes of the County to address any issues and concerns relating to the Host Agency. CAMPO's consensus-based decision-making process supports the independent and unbiased work of the agency. Staff strives to maintain a professional and unbiased approach in the performance of its duties. As a result, the CAMPO is an important asset in the community.

10. Procurement:

Narrative: CAMPO has addressed the FTA procurement requirements applicable to FTA subrecipients to the extent required. There have been no procurements by CAMPO in the past three years. The FTA planning funds are used to cover operation expenses as described in the operating budget found in the CAMPO's Unified Planning Work Program Table 2 (see:www.Alleganycountyny.gov/CAMPO/upwp). There are no plans to utilize FTA funds for procurement. However, if there are any FTA funded procurements in the future the CAMPO will:

- Comply with Circular Guidance 4220 1F, Third Party Contracting Requirements & the most current FTA master agreement.
- Maintain a written record of all FTA funded procurements and;
- Incorporate clauses and certification required for FTA program assistance funding.