



## METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION July 2016

### OahuMPO Self-Certification

In accordance with 23 CFR 450.334, the Hawaii Department of Transportation and the Oahu Metropolitan Planning Organization hereby certify that the transportation planning process is being carried out in accordance with all applicable requirements. Examples are cited in the table below.

	SELF-CERTIFICATION CRITERIA	OahuMPO ACTIONS
1	23 CFR 450.334 (a)(1): 23 U.S.C 134, 49 U.S.C 5303, and 23 CFR Part 450 Subpart C	OahuMPO carries out a continuing, cooperative, and comprehensive multi-modal transportation planning process. The Oahu Regional Transportation Plan, Transportation Improvement Program, and Overall Work Program each include a section that describes how the MAP-21 planning factors are addressed.
2	23 CFR 450.334 (a)(2): 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)	Not applicable; Oahu is in attainment
3	23 CFR 450.334 (a)(3): Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21	<p>OahuMPO's efforts to engage low-income and minority populations are identified in OahuMPO's Public Participation Plan. The Plan was amended in April 2013 to include an outreach plan to engage minority and limited English proficient populations on Oahu. OahuMPO assesses the performance of its transportation plans and programs based on the Title VI and Environmental Justice performance measures documented in the Environmental Justice in the OahuMPO Planning Process report.</p> <p>Results of the Title VI analyses on each of OahuMPO's transportation plans and programs are provided to the Technical Advisory Committee and Policy Board (formerly the Policy Committee) prior to action taken on those documents. Title VI compliance reports are provided annually to FHWA and triennially to FTA.</p> <p>In each Request for Qualifications, consultants are provided with OahuMPO's Title VI Assurance and are notified that OahuMPO will strictly enforce compliance with all the requirements of OahuMPO's Title VI plan with respect to the project. OahuMPO's Title VI Assurance is also included in each consultant contract.</p>

	SELF-CERTIFICATION CRITERIA	OahuMPO ACTIONS
		<p>OahuMPO takes part in the Title VI Interdisciplinary Quarterly meetings held by HDOT. These meetings are held to discuss, update, and educate agencies on Title VI issues.</p>
4	<p>23 CFR 450.334 (a)(4): 40 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity</p>	<p>According to the Title VI Program Plan, HDOT's policy for recipients of Federal funds, including Metropolitan Planning Organizations (MPOs), is to make certain that they are in compliance with Title VI and all related statues, regulations, and directives in all programs. HDOT's Title VI program requires that no person in the United States shall, on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any HDOT program, policy, or activity.</p> <p>OahuMPO coordinates with HDOT's Title VI Specialist in order to ensure compliance with Title VI, related statues, and orders.</p> <p>OahuMPO's Title VI and Environmental Justice Policies and Procedures document was updated during the reporting period; it was accepted by the Policy Board on September 21, 2015. It is available to the public on OahuMPO's website.</p> <p>There are no past or pending lawsuits against OahuMPO alleging discrimination or civil rights violations.</p>
5	<p>23 CFR 450.334 (a)(5): Section 1101 (b) of the MAP-21 (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT- funded projects</p>	<p>OahuMPO has adopted the Hawaii Department of Transportation's Disadvantaged Business Enterprise (DBE) Program.</p> <p>Information on the DBE program is included in each Request for Qualifications as well as each contracting document. Consultants are encouraged to take all necessary and reasonable steps (a good faith effort) to ensure that DBE firms have an equal opportunity to compete for and perform on each contract.</p> <p>In addition, whenever OahuMPO needs to purchase supplies, equipment, and services, we review the most recent list of DBE firms supplied by the State of Hawaii to see if any of the businesses listed are able to satisfy our needs.</p> <p>OahuMPO's Disadvantaged Business Enterprise (DBE) Triennial (FFY 2014-FFY 2016) goal is incorporated</p>

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		within HDOT's overall goal, which currently is 53.43%. This goal is very ambitious, and OahuMPO continues to be an active participant in its activities annually. We continue to review and evaluate our DBE program goal annually. OahuMPO also submits a Uniform Report of DBE Commitments/Awards and Payments semi-annually to FTA and FHWA through HDOT.
6	23 CFR 450.334 (a)(6): 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts	Not applicable; OahuMPO does not have any construction contracts.
7	23 CFR 450.334 (a)(7): The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and CFR parts 27, 37, and 38	<p>OahuMPO developed a Special Needs Guide to help staff address the special needs of individuals requesting information or attending meetings. OahuMPO also follows the State of Hawaii Disability Access to Programs and Services Manual.</p> <p>Our office is located in an accessible building; and we hold public meetings in accessible locations. Notices are placed on our public meeting agendas to contact our office to request language interpretation, or an auxiliary aid or service (i.e., sign language interpreter, accessible parking, or materials in alternative format).</p> <p>Also, as stated in our employment ads, OahuMPO is an equal opportunity employer.</p>
8	23 CFR 450.334 (a)(8) 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	Refer to #4 above.
9	23 CFR 450.334 (a)(9): Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender	Refer to #4 above.
10	23 CFR 450.334 (a)(10): Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities	Refer to #7 above.
11	49 CFR Part 20: New Restrictions on Lobbying	Contractors sign this certification as part of the contract document.
12	49 CFR Part 29, sub-part F: Drug-Free Workplace Requirements	A drug-free workplace directive is signed by all OahuMPO employees, certifying that they will abide by this directive as a condition of continued employment.

## TMA Federal Certification Review (2014)

The 2014 Oahu Metropolitan Planning Organization TMA Certification Review (dated September 26, 2014) identified three corrective actions.

	<b>Corrective Action</b>	<b>OahuMPO Actions to Comply</b>
1	The OWP must document all planning studies, processes, and programs funded through the MPO with federal funds regardless if they are current or on-going projects. The same level of information should be provided to ensure funding is available and to provide a full outline of the MPO's planning program. Title VI/ EJ.	The 2016 OWP satisfied these requirements, became effective on July 1, 2015, and the subsequently drafted OWPs have also include documentation of planning studies.
1	Required TIP Preparation and Content Improvements: <ul style="list-style-type: none"> <li>• The Final TIP must include a documented disposition of public comments received.</li> <li>• The TIP must demonstrate and document implementation of the approved CMP.</li> <li>• The TIP must include documentation of the analysis completed for Title VI/ EJ.</li> </ul>	OahuMPO staff is working with the implementing agencies to make the transition to these procedures. OahuMPO staff time and consultant funding is incorporated into the Draft 2017 OWP to make a full transition to these improvements prior to the Policy Board's approval of the FFY 2019-2022 TIP.
2	Required ORTP Preparation and Content Improvements: <ul style="list-style-type: none"> <li>• Consult with State and local agencies responsible for land management, natural resources, environmental protection, conservation, and historic preservation concerning the development of the transportation plan.</li> <li>• The ORTP must include a discussion of the types of potential environmental mitigation activities and potential areas to carry out these activities.</li> <li>• The ORTP must demonstrate and document implementation of the approved CMP.</li> <li>• The Final ORTP must include a documented disposition of public comments received.</li> <li>• The ORTP must include documentation of the analysis completed for Title VI/EJ.</li> </ul>	The Oahu Regional Transportation Plan (ORTP) 2040, which serves as the Metropolitan Transportation Plan for Oahu developed in compliance with 23 CFR 450.322, incorporates the preparation and content improvements specified in the Corrective Actions and was approved by the OahuMPO Policy Board on April 13, 2016.
3	Required Public Participation Plan improvements: <ul style="list-style-type: none"> <li>• The documentation of the disposition of public comments in the final ORTP and TIP.</li> <li>• Document explicit outreach techniques to engage traditionally underserved populations (Title VI/ EJ).</li> </ul>	Thorough documentation of the disposition of public comments, beyond what is required in the OahuMPO's current PPP, has been the standard practice since 2015. OahuMPO began an evaluation of its Public Participation Plan in spring 2016, and will include this corrective action in the scope of work.

Oahu Metropolitan Planning Organization

Hawaii Department of Transportation

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OahuMPO Policy Committee Chair

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Director of Transportation

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Date

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Date