

**DATE:** May 30, 2025

**SUBJECT:** Engineering District 4-0  
Transportation Improvement Program Project Selection Process

PennDOT and its Planning Partners are required to meet federal and state requirements for the development and documentation of the Pennsylvania Statewide Transportation Improvement Programs (STIP's) and the regional Transportation Improvement Programs (TIPs). This includes, but is not limited to, 23 USC Section 134, 23 USC Section 135, 23 CFR 450.200, 23 CFR 450.300, and 23 CFR 490, as well as PA Consolidated Statute (CS) Title 74 and PA Code Title 67. On a biennial basis, PennDOT District 4, and their planning partners (Lackawanna Luzerne Metropolitan Planning Organization (LLMPO), Northeastern Pennsylvania Alliance Metropolitan Planning Organization (NEPA MPO), Northern Tier Regional Planning Organization (Northern Tier RPO), & Wayne County independent) engage in the development of Pennsylvania's 12-Year Program (TYP), Statewide Transportation Improvement Program (STIP) and the regional Transportation Improvement Program (TIP). The regional TIP's contain the programmed transportation projects (covering a four-year period) throughout District 4.

The purpose of this document is to define the roles and responsibilities of District staff in the development of the regional Transportation Improvement Programs (TIP's) and Twelve-Year Programs (TYP's).

Although the formal TYP update statewide is on a biannual basis, the district has continuous engagement in asset management and thus the TIP's and the projects are constantly evolving based on scopes, estimates and estimated milestones.

The District 4-0 Planning and Programming unit begins by exporting the current Twelve-year Plan (TYP) into an excel spreadsheet, named "D4 Draft TYP" for easier manipulation and sorting. The Planning and Programming unit then coordinates with all Project Managers (PM's) through Portfolio Manager for current project needs, timelines, estimates and scopes. This information is then fed into the D4 Draft TYP spreadsheet where all projects are aligned with the PM's estimates and delivery milestones.

The TIP development team, which consists of the Assistant District Executive-Design, Portfolio Manager, Bridge Engineer, Planning and Programming unit will meet with each District Unit individually. The meeting involves review of Department Policies, Goals, Metrics, Performance Measures, as they relate to each unit.

- **Traffic unit:** Consideration of projects that qualify and will be submitted under the Highway Safety Improvement Program. These include, safety hot spots, crash data, Road Safety Audits (RSA), top intersection safety (ISIP), roadway-departure (RDIP) concerns and systematic improvement opportunities. Current projects underway,

scopes of work and design status are reviewed. Candidate projects and funding sources are discussed and prioritized.

- **Maintenance:** Maintenance staff, through the Asset Management Unit in conjunction with County Maintenance office, determine their highest priorities, and which roadway projects could be better suited for TIP dollars (as opposed to state maintenance funds) due to scope and size of project. Several quantitative measures are used to assess the current and projected future condition of an asset. These processes are outlined in District 4 District Office Circular (DOC) 20-05.

Pennsylvania's Transportation Asset Management Plan (TAMP) defines the use of software such as PAMS which is a tool that allows PennDOT staff to manage and plan for future asset management needs based on several quantitative measures of an asset's overall performance (including cracking, roughness, rutting, concrete faulting, etc.). Historical data (i.e. when the road was last resurfaced, and how it has held up historically) is considered along with less formal methods like field observation and institutional knowledge. This is all factored in with the roadway functional classification, use of roadway, etc. and considered alongside available funding and the correlated eligibility to develop a prioritized list.

National Highway System (NHS) non-Interstate is assessed yearly by the District Executive, ADE-D and Asset Manager. Performance Measures, condition ratings, age of last treatment, composition, and potential treatments, are reviewed against potential funding sources in each region. A prioritized plan is then compiled, for consideration of funding on the TIP.

- **Highway Design:** Some of the largest and most intensive projects involving extensive restoration and reconstruction work, come from above discussions and compiled for consideration and discussion with the planning partners as the funding needs are typically beyond yearly allocations. Candidate projects of this nature, may be introduced by the planning partners, generating from regional needs, developments, Municipalities, etc. Working with the planning partners, the District will provide additional roadway data, traffic data, potential scope options and estimates. The planning partners may choose to study the location utilizing planning funding from the UPWP Unified Planning Work Program (UPWP) prior to the TIP update process.
- **Bridge Design:** The bridge design unit keeps a detailed list of bridge conditions based on inspections. While overall bridge condition ratings are utilized, the Bridge Engineer and staff regularly review BMS data, inspection reports, POOR listings, 6-month inspections listing, bridges with priority ratings, BAMS software, and uses institutional knowledge to determine potential scope of work; preservations, rehabilitation, or replacement, timeframes, and estimates for each. This is an ongoing, repetitive process typically

aligned with inspection schedules. Continuous coordination occurs with Construction and Maintenance Divisions for reporting of completed work, and assignment of new work as appropriate.

- **Geotechnical Unit:** Coordination with the Geotechnical Engineer for an in-depth review of the Geohazard Inventory and Rating system, consideration of work for inclusion onto the TIP and priority.

Each planning partners Long Range Transportation Plan (LRTP) is referenced for all candidate projects to assure all projects are aligned with the current plans and initiatives. The candidate list of projects is then cross referenced against the “D4 Draft TYP” and project by project is discussed, considered for reprioritized for inclusion into the proposed TIP. This step of the process may take many iterations, with funding eligibility and sources determined in coordination with planning partners.

Several meetings are set with each Planning Partner, Federal Highway representative, Central Office Program staff and district staff to coordinate priorities. These meetings also serve as an open discussion between District and Planning Partner staff to see what studies are underway, completed and need to be funded.