

RESOLUTION NO. 2018-49

AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH NOACA, LAKETRAN, MEDINA COUNTY TRANSIT, LORAIN COUNTY TRANSIT AND ODOT FOR THE PURPOSE OF MEETING FEDERAL REQUIREMENTS FOR PERFORMANCE BASED PLANNING

WHEREAS, both MAP-21 and the FAST Act require Metropolitan Planning Organizations (MPO's), regional transit authorities, and state departments of transportation to implement federally required performance based planning processes; and

WHEREAS, the Northeast Ohio Areawide Coordinating Agency (NOACA) is the MPO for the five counties within northeast Ohio: Cuyahoga, Geauga, Lake, Lorain, and Medina; and

WHEREAS, the Greater Cleveland Regional Transit Authority, Laketrans, Medina County Transit, and Lorain County Transit are all regional transit authorities operating in the northeast Ohio region; and

WHEREAS, the Ohio Department of Transportation (ODOT) will participate in the planning process; and

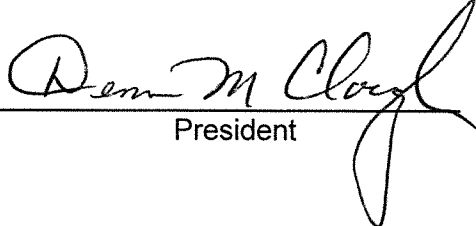
WHEREAS, all parties wish to be in compliance with federal regulations regarding performance based planning processes.


NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the CEO, General Manager/Secretary-Treasurer of the Greater Cleveland Regional Transit Authority be and is hereby authorized to enter into a Memorandum of Understanding with NOACA, Laketrans, Medina County Transit, Lorain County Transit, and ODOT for the purpose of meeting the federal requirements for performance based planning.

Section 2. That this resolution shall take effect immediately upon its adoption.

Adopted: May 15, 2018

  
\_\_\_\_\_  
President

Attest:   
\_\_\_\_\_  
CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority  
**STAFF SUMMARY AND COMMENTS**

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|---|---|
| <b>TITLE/DESCRIPTION:</b><br><b>CONTRACT: MEMORANDUM OF UNDERSTANDING FOR PERFORMANCE BASED PLANNING WITH NOACA, LAKETRAN, MEDINA COUNTY TRANSIT, LORAIN COUNTY TRANSIT, AND ODOT</b>         | <b>Resolution No.:</b><br>2018-49             |
|   | <b>Date:</b><br>May 10, 2018                  |
|   | <b>Initiator:</b><br>Programming and Planning |
| <b>ACTION REQUEST:</b><br><input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____ |   |

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a Memorandum of Understanding (MOU) with the Northeast Ohio Areawide Coordinating Agency (NOACA), Laketran, Medina County Transit, Lorain County Transit, and the Ohio Department of Transportation (ODOT) for the purpose of meeting federal requirements for performance based planning.
- 2.0 **DESCRIPTION/JUSTIFICATION:** MAP-21 and the FAST Act require Metropolitan Planning Organizations (MPO's), regional transit authorities, and state departments of transportation to collectively implement performance based planning processes. This MOU between all respective parties satisfies that requirement.
- 3.0 **PROCUREMENT BACKGROUND:** N/A
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** N/A
- 5.0 **POLICY IMPACT:** The participative planning process outlined in this MOU is consistent with RTA's planning initiatives and processes.
- 6.0 **ECONOMIC IMPACT:** Remaining in compliance with federal regulations may assist the NOACA region in maintaining federal funding already received by all parties and would contribute to receiving additional federal grants.
- 7.0 **ALTERNATIVES:** Reject the MOU. Rejection of the MOU would risk making all participating agencies non-compliant with the FAST Act and MAP-21, and could potentially threaten the ability of transit agencies in the NOACA region to obtain federal funding.
- 8.0 **RECOMMENDATION:** It is recommended that this MOU be accepted and the resolution passed.
- 9.0 **ATTACHMENTS:** Attachment A – Memorandum of Understanding by and between NOACA, GCRTA, Laketran, Lorain County Transit, Medina County Transit, and ODOT.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

CEO, General Manager/Secretary-Treasurer

Memorandum of Understanding  
By and Between  
The Northeast Ohio Areawide Coordinating Agency (NOACA),  
The Greater Cleveland Regional Transit Authority (GCRTA),  
Laketran,  
Lorain County Transit (LCT),  
The Medina County Public Transit (MCPT),  
and  
The Ohio Department of Transportation (ODOT)

**I. Purpose**

To develop, design, and implement standard procedures of operation and coordination amongst the public transportation operators, metropolitan planning organizations (MPO(s)), and the Ohio Department of Transportation (ODOT) concerning the performance based planning process, including coordination on: data collection, data analysis, data sharing, target setting, reporting of targets and target achievement, data collection for the National Highway System (NHS) Asset Management Plan, and the Transit Asset Management (TAM) Plan pursuant to 23 CFR 450; 23 CFR 490; 49 CFR 625; 49 CFR 630; & 49 CFR 673. The measures addressed include: safety, bridge condition, pavement condition, system reliability, freight movement, TAM, and Congestion Mitigation and Air Quality (CMAQ). There are additional transit safety performance measures that have not been finalized [49 CFR 673]. Information on those will be added after the publication of the final rule. This document will serve as a Memorandum of Understanding, hereafter referred to as "Agreement[,]" between all parties for all the contents and implementation processes presented herein.

**II. Introduction**

This Agreement documents the coordination and consensus among The Northeast Ohio Areawide Coordinating Agency (NOACA) ("the MPO"), the Greater Cleveland Regional Transit Authority ("GCRTA"), Laketran, Lorain County Transit ("LCT"), Medina Public County Transit ("MPCT"), collectively referred to hereafter as "the Public Transit Operator(s)[,]" and the Ohio Department of Transportation ("ODOT") regarding their mutual responsibilities in carrying out the performance based transportation planning and programming process for the Cleveland-OH; Lorain-Elyria-OH and Akron-OH urbanized areas within the metropolitan planning areas designated to NOACA by the governor of the State of Ohio.

The MPO, the Public Transit Operator(s), and ODOT agree to collectively conduct a continuing, comprehensive, and cooperative metropolitan transportation planning process for the Cleveland-OH; Lorain-Elyria-OH; and Akron-OH urbanized areas within this boundary to establish performance measures pursuant to 23 USC 134.

### III. National Goals and Ohio's Commitment to Performance Based Planning

Public transportation operators, the MPO, and ODOT will engage in performance-based planning and programming processes that result in transportation plans, programs, and projects that support the national goals of performance based planning pursuant to 23 USC 150(b) and the general purposes outlined in 49 USC 5301. The Federal-aid highway program national goals to be addressed are:

- A. Safety: To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- B. Infrastructure condition: To maintain the highway infrastructure asset system in a state of good repair.
- C. Congestion reduction: To achieve a significant reduction in congestion on the National Highway System.
- D. System reliability: To improve the efficiency of the surface transportation system.
- E. Freight movement and economic vitality: To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- F. Environmental sustainability: To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- G. Reduced project delivery delays: To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

In addition, federal-aid public transportation through the US Dept. of Transportation defines several specific safety and asset management goals. The federal assistance program for public transportation performance-based management is focused on asset management "state of good repair" and public safety. The goals are specified under 49 U.S.C. §5301(b) & 49 U.S.C. §5329(d)(1)(E):

- A. §5301(b):
  - 1. Provide funding to support public transportation;
  - 2. Improve the development and delivery of capital projects;
  - 3. Establish standards for the state of good repair of public transportation infrastructure and vehicles;
  - 4. Promote continuing, cooperative, and comprehensive planning that improves the performance of the transportation network;
  - 5. Establish a technical assistance program to assist recipients under this chapter to more effectively and efficiently provide public transportation service;
  - 6. Continue Federal support for public transportation providers to deliver high quality service to all users, including individuals with disabilities, seniors, and individuals who depend on public transportation;

7. Support research, development, demonstration, and deployment projects dedicated to assisting in the delivery of efficient and effective public transportation service, and;
8. Promote the development of the public transportation workforce.

B. §5329(d)(1)(E):

1. “performance targets based on the safety performance criteria and state of good repair standards established under subparagraphs (A) and (B), respectively, of subsection (b)(2).”

Currently, the Federal Transit Administration is reviewing proposals to the rulemaking before establishing public transportation safety performance measures; these measures will be incorporated in this document after the final rulemaking.

#### IV. Highway Safety Improvement Program

A. ODOT and the MPO will establish annual targets for the following measures:

- i. Safety Performance Targets - 23 CFR 490.207(a)(1-5):
  - a. Number of fatalities;
  - b. Rate of fatalities;
  - c. Number of serious injuries;
  - d. Rate of serious injuries;
  - e. Number of non-motorized fatalities and non-motorized serious injuries.

B. ODOT and the MPO agree to use the following data source:

- i. The Ohio Department of Public Safety (ODPS) Statewide Crash Report System.
  - a. ODOT will make this data available to the MPO annually concurrent with the establishment of the statewide targets, or upon request.

C. Target Adoption:

- i. ODOT will coordinate with MPOs when establishing statewide targets.
- ii. ODOT will establish statewide targets by August 31<sup>st</sup> of each year.
- iii. ODOT will formally notify MPOs of the annual statewide targets.
- iv. The MPO will establish targets annually by Board resolution and submit to ODOT's Office of Statewide Planning and Research by February 27<sup>th</sup>.
- v. The MPO will establish targets by either:
  - a. Agreeing to plan and program projects so that they contribute toward the accomplishment of ODOT's safety target (i.e., support the State target), or;
  - b. Committing to a quantifiable target for that performance measure for their metropolitan planning area.

#### V. Pavement and Bridge Condition

- A. ODOT and the MPO will establish targets for the following pavement and bridge condition measures:
- i. Pavement Asset Performance Targets - 23 CFR 490.307(a)(1-4):
    1. Percentage of interstate pavement in good condition;
    2. Percentage of interstate pavement in poor condition;
    3. Percentage of non-interstate NHS pavement in good condition;
    4. Percentage of non-interstate NHS pavement in poor condition.
  - ii. Bridge Asset Performance Targets - 23 CFR 490.407(c)(1-2):
    1. Percentage of NHS bridges classified as good condition;
    2. Percentage of NHS bridges classified as poor condition.
- B. ODOT and the MPO agree to use the following data source:
- i. Pavement condition shall be analyzed using the Highway Performance Monitoring System (HPMS) Database;
  - ii. Bridge condition shall be analyzed using the National Bridge Inventory (NBI) Database.
  - iii. ODOT will make this data available to the MPO biennially concurrent with the establishment of the statewide targets, or upon request.
- C. Target Adoption:
- i. ODOT will coordinate with MPOs when establishing statewide targets.
  - ii. ODOT will establish 2-year and 4-year statewide targets by May 20, 2018 for the first performance period.
  - iii. ODOT will formally notify MPOs of the 2-year and 4-year statewide targets.
  - iv. The MPO will establish 4-year targets by Board resolution and submit such resolution to ODOT's Office of Statewide Planning and Research by November 16, 2018 for the first performance period.
  - v. In subsequent performance periods, ODOT will establish 2-year and 4-year statewide targets by October 1<sup>st</sup>. ODOT will coordinate with MPOs when establishing statewide targets. ODOT will formally notify the MPOs of the 2-year and 4-year statewide targets.
  - vi. In subsequent performance periods, the MPO will establish targets for the metropolitan planning area by Board resolution and will submit such targets to ODOT's Office of Statewide Planning and Research within 180 days of the establishment of ODOT's statewide targets or, for multi-state MPOs, the establishment of statewide targets that occurs last.
  - vii. The MPO will establish targets by either:
    1. Agreeing to plan and program projects so that they contribute toward the accomplishment of the State DOT target for that performance period (i.e., support the State target), or,
    2. Committing to a quantifiable target for that performance measure for their metropolitan planning area.
- D. Target Adjustments:
- i. ODOT may adjust established statewide 4-year targets in the Mid-Performance Period Report pursuant to 23 CFR 490.105 (e)(6).

1. If ODOT adjusts established statewide 4-year targets, MPOs will be formally notified of the change.
  2. If the MPO established targets by supporting ODOT's statewide target(s), the MPO will report to ODOT whether it will continue to support ODOT's statewide 4-year target(s), or commit to a new quantifiable 4-year target for its metropolitan planning area by Board resolution and submitting such resolution to ODOT's Office of Statewide Planning and Research within 180 days of the establishment of the adjusted statewide 4-year target(s).
- ii. If the MPO established quantifiable 4-year target(s) for its metropolitan planning area, the MPO may adjust its 4-year target(s) at the Mid-Performance Period Report, regardless of whether or not ODOT adjusts its 4-year target(s).
1. The MPO will establish such target(s) by Board resolution and submit such resolution to ODOT's Office of Statewide Planning and Research within 180 days of the establishment of ODOT's statewide targets or, for multi-state MPOs, the establishment of statewide targets that occurs last.
  2. If the MPO opts to make changes to its targets, either party may opt to coordinate the changes through conference calls.

**VI. System Performance, Freight Movement, and CMAQ – Traffic Congestion and Emissions**

- A. ODOT and the MPO will establish targets for the following measures:
- i. System Performance [23 CFR 490.507(a)(1-2)]:
    1. Percent of the person-miles traveled on the Interstate that are reliable (Interstate Time Travel Reliability (TTR));
    2. Percent of the person-miles traveled on the Non-Interstate NHS that are reliable (Non-Interstate NHS TTR).
  - ii. Freight Movement [23 CFR 490.607]:
    1. Truck Travel Time Reliability Index (TTTR).
  - iii. CMAQ Traffic Congestion [23 CFR 490.707(a-b)]:
    1. Annual Hours of Peak Hour Excessive Delay per Capita (PHED).
    2. Percent of Non-Single Occupant Vehicle travel (Non-SOV).
  - iv. CMAQ Emissions [23 CFR 490.807]:
    1. Total emission reduction for all projects funded by the CMAQ program, of each criteria pollutant and applicable precursors (Particulate Matter, 2.5 micrometers or less (PM<sub>2.5</sub>), Volatile Organic Compound (VOC), and Nitrogen Oxides (NOx)).
- B. ODOT and the MPO agree to use the following data source and methodology:
- i. Interstate TTR, and Non-Interstate NHS TTR, TTTR, and PHED shall be analyzed using the National Performance Management Research Data Set (NPMRDS).

1. For the calculation of PHED, ODOT and the MPO agree to use the weekday afternoon period measure of:
  1. 4:00PM – 8:00PM.
- ii. Non-SOV travel shall be analyzed using the American Community Survey – (MPOs will decide whether to use 1-year or 5-year datasets for their perspective agreements)
- iii. Total emissions reduction shall be analyzed using the Federal Highway Administration’s Congestion Mitigation and Air Quality (FHWA CMAQ) Public Access System Database.
- iv. ODOT will make this data available to the MPO biennially concurrent with the establishment of the statewide targets, or upon request.

C. Target Adoption for System Reliability, Freight Movement, and CMAQ Emissions:

- i. ODOT will coordinate with MPOs when establishing statewide targets.
- ii. ODOT will establish 4-year statewide targets for non-Interstate TTR; and 2-year and 4-year statewide targets for Interstate TTR, TTTR, and total emissions reduction by May 20, 2018 for the first Performance Period.
- iii. ODOT will formally notify MPOs of the 2-year and 4-year statewide targets.
- iv. The MPOs will establish 4-year targets for Interstate and non-Interstate NHS TTR and TTTR by November 16, 2018 for the first performance period.
- v. The MPO will establish Total Emissions Reduction appropriate targets as follows: each applicable pollutant or precursor by November 16, 2018 for the first performance period:
  1. MPOs with a population exceeding 1,000,000 must establish 2-year and 4-year targets;
  2. MPOs with a population of less than 1,000,000 must establish 4-year targets.
- vi. In subsequent performance periods, ODOT will coordinate with MPOs when establishing statewide targets. ODOT will establish statewide targets by October 1<sup>st</sup>. ODOT will formally notify MPOs of the statewide targets.
- vii. In subsequent performance periods, the MPO will establish targets for the metropolitan planning area by Board resolution and submit such resolution to ODOT’s Office of Statewide Planning and Research within 180 days of the establishment of ODOT’s statewide targets or, for multi-state MPOs, the establishment of statewide targets that occurs last.
- viii. The MPO will establish targets either by:
  1. Agreeing to plan and program projects so that they contribute toward the accomplishment of the State DOT target for that performance period (i.e., support the State target), or
  2. Committing to a quantifiable target for that performance measure for their metropolitan planning area.

D. Target Adoption for Non-SOV and PHED:



- i. ODOT and the MPO will collaboratively establish a single 2-year and 4-year target for the percent of non-SOV travel and a 4-year target for PHED in each applicable urbanized area by May 20, 2018 for the first performance period.
- ii. In subsequent performance periods, ODOT and the MPO will collaboratively establish a single 2-year and 4-year target for the percent of non-SOV travel and PHED in each applicable urbanized area by October 1<sup>st</sup>.
- iii. MPOs will establish such target by Board resolution and submit such resolution to ODOT's Office of Statewide Planning and Research By May 20<sup>th</sup> in each year a performance target is due.

E. Target Adjustments for System Reliability, Freight Movement, and CMAQ Emissions:

- i. ODOT may adjust established statewide 4-year targets in the Mid-Performance Period Report pursuant to 23 CFR 490.105(e)(6).
  - 1. If ODOT adjusts established statewide 4-year targets, the MPO will be formally notified of the change.
  - 2. If the MPO established targets by supporting ODOT's statewide target(s), the MPO will report to ODOT whether it will continue to support ODOT's statewide 4-year target(s) or commit to a new quantifiable 4-year target for its metropolitan planning area. The target(s) will be established by Board resolution and the MPO shall submit such resolution to ODOT's Office of Statewide Planning and Research within 180 days of the establishment of the adjusted statewide 4-year target(s).
- ii. If the MPO established quantifiable 4-year target(s) for its metropolitan planning area, the MPO may adjust its 4-year target(s) at the Mid-Performance Period regardless of whether ODOT adjusts its established statewide 4-year target(s).
  - 1. The MPO will establish the target(s) by Board resolution and submit such resolution to ODOT's Office of Statewide Planning and Research within 180 days of the establishment of ODOT's statewide targets or, for multi-state MPOs, the establishment of statewide targets that occurs last.

F. Target Adjustment for Non-SOV and PHED:

- i. ODOT and the MPO may jointly develop and agree upon adjustments to the establish 4-year target(s) for each applicable urbanized area in the Mid-Performance Period Report.
  - 1. If the MPO opts to make changes to its targets, either party may opt to coordinate the changes through conference calls
- ii. The MPO must adopt such joint adjustment by Board resolution and submit such resolution to ODOT's Office of Statewide Planning and Research on or before October 1<sup>st</sup> of each year a performance target is due.

## VII. Transit Asset Management Performance Targets

### A. Definitions [49 CFR 625.5].

- i. Recipient means an entity that receives Federal financial assistance under 49 USC Chapter 53, either directly from the Federal Transit Administration (FTA) or as a sub-recipient.
- ii. Direct Recipient means an entity that receives Federal financial assistance directly from the FTA.
- iii. Sub-recipient means an entity that receives Federal transit grant funds indirectly through a State or a direct recipient.
- iv. Sponsor means a State, a designated recipient, or a direct recipient that develops a group TAM for at least one tier II provider.
- v. Tier I provider means a recipient that owns, operates, or manages either:
  1. one hundred and one (101) or more vehicles in revenue service during peak regular service across all fixed route modes or in any one non-fixed route mode, or;
  2. rail transit.
- vi. Tier II provider means a recipient that owns, operates, or manages:
  1. one hundred (100) or fewer vehicles in revenue service during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode;
  2. a sub-recipient under the 5311 Rural Area Formula Program, or;
  3. is any American Indian tribe.

### B. Creation of a TAM Plan:

Tier I and tier II public transportation operators that receive Chapter 53 funding will create an initial individual TAM plan by October 1, 2018. All Sec. 5311 and 5310 recipients or sub-recipients will participate in ODOT's TAM plan. TAM plans will be updated by these providers at a minimum of every 4 years and in concert with development of the Transportation Improvement Program/Statewide Transportation Improvement Program (TIP/STIP). Tier II providers have the option of participating in completion of a group TAM plan developed by a sponsor. Each TAM will cover a four-year horizon. TAMs for Tier I providers will include components i-ix below while TAMs for Tier II providers will include only components i-iv [49 CFR 625.43]. Sub-recipients that operate closed-door service not open to the general public or a segment of the general public are not subject to the TAM requirements. This agreement specifies that all FTA federal aid recipients and sub-recipients receiving chapter 53 funding are designated as public transit operators, and are referenced as "the Public Transit Operator(s)," as expressed in this agreement.

### C. Components of a TAM Plan:

- i. Inventory of capital assets owned, except equipment with an acquisition value under \$50,000 that is not a service vehicle;

- ii. Condition assessment of inventoried assets for which a provider has direct capital responsibility;
  - iii. Description of analytical processes or decision support tools used to estimate capital needs and prioritization;
  - iv. Project-based prioritization of investments;
  - v. A provider's TAM and state of good repair (SGR) policy;
  - vi. A provider's TAM plan implementation strategy;
  - vii. A description of key TAM activities that a provider plans to engage in during the TAM plan horizon period.
  - viii. A summary or list of resources, including personnel, that a provider needs to develop and carry out the TAM plan;
  - ix. A provider's outline of how it will monitor, update and evaluate the TAM plan and related business practices to ensure ongoing improvement of its TAM management practices.
- D. The following State of Good Repair performance measures for capital assets are to be used as applicable in all TAM plans [49 CFR 625.43]:
- i. Equipment: (non-revenue) service vehicles. Percentage of vehicles that have met or exceeded their Useful Life Benchmarks (ULB).
  - ii. Rolling stock: Percentage of revenue vehicles within a particular asset class that have met or exceeded their ULB.
  - iii. Infrastructure: rail fixed-guideway, track, signals, and systems. The percentage of track segments with performance restrictions.
  - iv. Facilities. Percentage of facilities within a particular asset rated below condition 3 on the Transit Economic Requirements Model (TERM) scale.
- E. Setting Performance Targets:
- i. Tier I and II providers, in coordination with sponsors as appropriate, will set asset class initial targets for each of the applicable performance measures by January 1, 2017 for the following fiscal year [49 CFR 625.45]. Future targets will be set at least once every fiscal year by January 1<sup>st</sup> [49 CFR 625.45].
  - ii. Providers, sponsors, MPOs and ODOT will coordinate to the extent practicable in the selection of TAM targets.
  - iii. MPOs will establish performance targets not later than 180 days after the provider(s) of public transportation establishes their initial performance targets.
  - iv. MPO TAM targets are not required to be updated annually, but must be revisited when the MPO updates its MTP and/or TIP.
- F. Each Tier I provider and Tier II sponsor agree to submit annual Asset Inventory Module (AIM) data, TAM targets, and narrative reports to the National Transit Database (NTD). On behalf of its participants, sponsors will submit one consolidated annual AIM data report, one consolidated targets report, and one consolidated annual condition assessment narrative report to the NTD. The narrative reports will provide information on transit agency asset conditions, changes from the previous year, and progress made in achieving targets.

Submissions will occur by October 1<sup>st</sup> annually with the first AIM and targets in 2018 and the first narrative report in 2019 [49 CFR 625.55].

- G. Each Tier I and Tier II provider agree to maintain records and documents that support the TAM plan. These providers will also make such records including the TAM plan, performance targets documentation, investment strategies, and annual condition assessment reports available to the MPO and ODOT [49 CFR 625.53].

## VIII. Transportation Performance Reporting

### A. Metropolitan Transportation Plan (MTP):

#### i. Timeline:

1. FHWA safety measures on or after May 27, 2018.
2. FHWA pavement condition, bridge condition, system reliability, freight movement, and CMAQ measures on or after May 20, 2019.
3. FTA TAM metrics on, or after October 1, 2018.

#### ii. MTPs amendments and updates must include:

1. A description of the performance measures and performance targets used in assessing the performance of the transportation system in accordance with 23 CFR 450.306(d) [23 CFR 450.324(f)(3)].
2. A system performance report that evaluates the condition and performance of the transportation system with respect to the performance targets in accordance with 450.306(d) [23 CFR 450.324(f)(4)].

#### 1. The System performance report must include:

- i. Condition and performance of the transportation system with respect to the targets [23 CFR 450.324(f)(4)].
- ii. Progress achieved by the metropolitan planning organization in meeting the performance targets in comparison with system performance recorded in previous reports, including baseline data [23 CFR 450.324(f)(4)(i)].
- iii. For metropolitan planning organizations that voluntarily elect to develop multiple scenarios, an analysis of how the preferred scenario has improved the conditions and performance of the transportation system and how changes in local policies and investments have impacted the costs necessary to achieve the identified performance targets [23 CFR 450.324(f)(4)(ii)].
- iv. The MPOs shall report vehicle miles traveled (VMT) estimate and methodology if a quantifiable rate target was established.
- v. Once Transportation Performance Management (TPM) is included in the MPO MTP, the TPM information in the MTP only needs to be updated at

the normal MTP updates (at either 4 or 5 years). The update shall include updated performance targets and the progress achieved by the MPO in meeting the performance targets in comparison with system performance recorded in previous reports, including baseline data.

B. Reporting in the TIP:

i. Timeline:

1. FHWA safety measures on or after May 27, 2018;
2. FHWA pavement condition, bridge condition, system reliability, freight movement, and CMAQ measures on or after May 20, 2019.
3. FTA TAM metrics on, or after October 1, 2018.

ii. TIP amendments and updates must include, to the maximum extent practicable:

1. 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. [23 CFR 450.326].

C. NHS Asset Management Plan:

i. Pavement Condition:

1. ODOT surveys Ohio's entire federal aid highway system pavement condition (inclusive of the non-Interstate NHS) on a two year cycle. Pavement condition data is maintained in a variety of databases including ODOT's public access Transportation Information Mapping System (TIMS). ODOT will annually, or upon request, provide MPOs with pavement condition data [23 CFR 450.306 (d)(4)(i); 23 CFR 515.7(f); & 23 CFR 450.314(h)].

ii. Bridge Condition:

1. ODOT annually inspects all non-Interstate system NHS bridges which ODOT owns or has formally assigned maintenance responsibilities. Local governments annually inspect all non-Interstate system NHS bridges they own. ODOT and local governments maintain long standing agreements for the local governments to provide ODOT the inspection results for locally owned bridges. ODOT maintains all bridge inspection data (including non-Interstate NHS bridge data) in multiple databases, including ODOT's public access Transportation Information Mapping System (TIMS). ODOT will annually, or upon request, provide MPOs with bridge condition data [23 CFR 450.306 (d)(4)(i); 23 CFR 515.7(f); & 23 CFR 450.314(h)].

D. CMAQ Performance Plan:

- i. MPOs serving a transportation management area (as defined in 23 USC 134) with a population over 1,000,000 people representing a nonattainment or maintenance area shall develop a performance plan that:
  1. Includes an area baseline level for traffic congestion and on-road mobile source emissions for which the area is in nonattainment or maintenance;
  2. Describes progress made in achieving the air quality and traffic congestion performance targets described in 23 USC 150(d); and
  3. Includes a description of projects identified for funding under this section and how such projects will contribute to achieving emission and traffic congestion reduction targets.
- ii. The CMAQ performance plan shall be submitted to FHWA by the MPO and ODOT, and be updated biennially on the same schedule as the State Biennial Performance Reports
- iii. After the initial plan, Performance plans shall include a separate report that assesses the progress of the program of projects under the previous plan in achieving the air quality and traffic congestion targets of the previous plan.
- iv. Contents of the CMAQ Performance Report:
  1. For inclusion in the ODOT's Baseline Performance Period Report by October 1, 2018 for the first performance period; must include:
    - a. Baseline condition/performance for CMAQ traffic congestion and total emissions measures.
    - b. A description of projects identified for CMAQ funding and how the projects will contribute to achieving emission and traffic congestion targets
  2. For inclusion in ODOT's Mid-Performance Period Report by October 1, 2020; must include:
    - a. 2-year condition/performance for CMAQ traffic congestion and total emissions measures
    - b. 2-year progress assessment in achieving performance targets for CMAQ traffic congestion and total emissions measures
    - c. If applicable, adjusted 4-year target
    - d. Update description of projects identified for CMAQ funding and their contribution to achieving the 4-year target.
  3. For inclusion in the ODOT's Full Performance Period Report by October 1, 2022; must include:
    - a. 4-year condition/performance for CMAQ traffic congestion and total emissions measures
    - b. 4-year progress assessment in achieving performance 4-year targets for CMAQ traffic congestion and total emissions measures
  4. For inclusion biennially thereafter.

## **IX. Updating, Modifying, or Termination the Agreement**

This Agreement constitutes the Transportation Performance Management Cooperative Procedures agreement between the parties. Any changes or modifications to this Agreement shall be made and agreed to in writing by all parties.

**X. Signatures**

Any person executing this Agreement in a representative capacity hereby warrants that he/she has been duly authorized by his/her principal to execute this Agreement on such principal's behalf.

Any party hereto may deliver a copy of its counterpart signature page to this Agreement via fax or e-mail. Each party hereto shall be entitled to rely upon a facsimile signature of any other party delivered in such a manner as if such signature were an original.

**XI. Appendix A**

Appendix A: details the breakdown of each performance measure under 23 CFR 490, and is meant as a quick reference guide. Appendix A lists each performance measure, the network applicability, the data source for each performance measure, applicability by geography, responsible agency for target setting, critical dates for performance period 1, reporting methodology, and required coordination in work outputs.

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Appendix A: Ohio Performance Based Planning MPO / Public Transit Operator / ODOT Agreement Addendum

| Ohio Performance Based Planning MPO/Public Transit Operator/ODOT Agreement Addendum* |  |                   |  |                  |  |  |   |  |  |  |
|--|--|-------------------|--|------------------|--|--|---|--|--|--|
| Schedules  |  |                   |  |                  |  |  |   |  |  |  |
| Measure  | Network  | Data Source       | Applicable Areas                                     | Target Setting   |  | State Reporting  | MPO Reporting   | Consultation   |  |  |
|  |  |                   |  | State            | MPOs   |  |   |  |  |  |
| <b>Safety</b>  | Number of Fatalities   | All Public Roads  | ODPS sourced STW crash data - rolling 5 year average | Ohio<br>All MPOs | ODOT STW targets, annually, by August 31st           | MPOs establish targets annually by 2/27 by either supporting statewide target or committing to quantifiable target for MPA     | Reported in HSIP report annually by August 31st                         | MTP (System Performance Report) and TIP updates or amendments after May 27, 2018 | ODOT provides ODPS sourced crash data to MPOs    |  |
|  | Rate of Fatalities   |                   |  |                  |  |  |   |  |  |  |
|  | Number of Serious Injuries                                   |                   |  |                  |  |  |   |  |  |  |
|  | Rate of Serious Injuries                                     |                   |  |                  |  |  |   |  |  |  |
| Number of Non-motorized Fatalities and Non-motorized Serious Injuries                |  |                   |  |                  |  |  |   |  |  |  |
| <b>Pavement Condition</b>  | Percentage Interstate System pavements in Good condition     | Interstate System | HPMS   | Ohio<br>All MPOs | ODOT establishes 2 and 4 yr. STW targets by 5/20/18* | MPOs establish 4 yr. targets by 11/16/18* by either supporting statewide targets or committing to quantifiable targets for MPA | Baseline due: 10/1/2018*<br>Mid due: 10/1/2020*<br>Full due: 10/1/2022* | MTP (System Performance Report) and TIP updates or amendments after May 20, 2019 | ODOT provides HPMS sourced pavement data to MPOs |  |
|  | Percentage Interstate System pavements in poor condition     |                   |  |                  |  |  |   |  |  |  |
|  | Percentage of non-Interstate NHS pavements in Good condition |                   |  |                  |  |  |   |  |  |  |
|  | Percentage of non-Interstate NHS pavements in Poor condition |                   |  |                  |  |  |   |  |  |  |



## Ohio Performance Based Planning MPO/Public Transit Operator/ODOT Agreement Addendum\*

| Schedules  |                    |             |                  |  |  |  |  |  |  |  |
|--|--------------------|-------------|------------------|--|--|--|--|--|--|--|
| Measure  | Network            | Data Source | Applicable Areas | Target Setting                                       |  | State Reporting  | MPO Reporting  | Consultation                                   |  |  |
|  |                    |             |                  | State  | MPOs   |  |  |  |  |  |
| <b>Bridge Condition</b><br><br>Percentage of NHS bridges classified as in Good condition<br><br>Percentage of NHS bridges classified as in Poor condition                                | NHS                | NBI         | Ohio<br>All MPOs | ODOT establishes 2 and 4 yr. STW targets by 5/20/18* | MPOs establish 4 yr. targets by 11/16/18* by either supporting statewide targets or committing to quantifiable targets for MPA | Baseline due: 10/1/2018*<br>Mid due: 10/1/2020*<br>Full due: 10/1/2022*<br><br>LRSTP & STIP updates or amendments after May 20, 2019 | MTP (System Performance Report) and TIP updates or amendments after May 20, 2019 | ODOT provides NBI sourced data to MPOs         |  |  |
|  |                    |             |                  | ODOT establishes 2 and 4 yr. STW targets by 5/20/18* | MPOs establish 4 yr. targets by 11/16/18* by either supporting statewide targets or committing to quantifiable targets for MPA | Baseline due: 10/1/2018*<br>Mid due: 10/1/2020*<br>Full due: 10/1/2022*<br><br>LRSTP & STIP updates or amendments after May 20, 2019 | MTP (System Performance Report) and TIP updates or amendments after May 20, 2019 | ODOT provides NPMRDS sourced data sets to MPOs |  |  |
| <b>NHS TTR</b><br><br>Percent of Person-Miles Traveled on the Interstate System that are Reliable<br><br>Percent of Person-Miles Traveled on the Non-Interstate System that are Reliable | Interstate System  | NPMRDS      | Ohio<br>All MPOs | ODOT establishes 2 and 4 yr. STW targets by 5/20/18* | MPOs establish 4 yr. targets by 11/16/18* by either supporting statewide targets or committing to quantifiable targets for MPA | Baseline due: 10/1/2018*<br>Mid due: 10/1/2020*<br>Full due: 10/1/2022*<br><br>LRSTP & STIP updates or amendments after May 20, 2019 | MTP (System Performance Report) and TIP updates or amendments after May 20, 2019 | ODOT provides NPMRDS sourced data sets to MPOs |  |  |
|  | NHS Non-interstate |             |                  | ODOT establishes 4 yr. STW target by 5/20/18*        | MPOs establish 4 yr. targets by 11/16/18* by either supporting statewide targets or committing to quantifiable targets for MPA | Baseline due: 10/1/2018*<br>Mid due: 10/1/2020*<br>Full due: 10/1/2022*<br><br>LRSTP & STIP updates or amendments after May 20, 2019 | MTP (System Performance Report) and TIP updates or amendments after May 20, 2019 | ODOT provides NPMRDS sourced data sets to MPOs |  |  |

## Ohio Performance Based Planning MPO/Public Transit Operator/ODOT Agreement Addendum\*

| Schedules   |                   |  |   |   |  |  |  |  |  |  |
|---|-------------------|--|---|---|--|--|--|--|--|--|
| Measure   | Network           | Data Source  | Applicable Areas                            | Target Setting  |  | State Reporting  | MPO Reporting  | Consultation                                   |  |  |
|   |                   |  |   | State   | MPOs   |  |  |  |  |  |
| <b>Freight - TTTR</b><br><br>Truck Travel Time Reliability (TTTR) Index:<br>The sum of maximum TTTR for each segment, divided by total Interstate miles | Interstate System | NPMRDS   | Ohio<br>All MPOs                            | ODOT establishes 2 and 4 yr. STW targets by 5/20/18*  | MPOs establish 4 yr. targets by 11/16/18* by either supporting statewide targets or committing to quantifiable targets for MPA | Baseline due: 10/1/2018*<br>Mid due: 10/1/2020*<br>Full due: 10/1/2022*  | MTP (System Performance Report)and TIP updates or amendments after May 20, 2019  | ODOT provides NPMRDS sourced data sets to MPOs |  |  |
|   |                   |  |   | LRSTP & STIP updates or amendments after May 20, 2019   | CMAAQ Performance Report due for each ODOT biennial report   | States and MPOs to agree on the afternoon peak hours of 4:00 - 8:00 p.m. |  |  |  |  |
| <b>Peak Hour Excessive Delay</b><br><br>Annual hours of peak hour excessive delay per capita  | NHS               | NPMRDS & Census or FHWA approved urbanized area pop. | Urbanized Areas (see PHED_NonSOV worksheet) | State DOTs and MPOs collaborate to establish a single 4 year target for each applicable urbanized area, by May 20, 2018*. | State DOTs and MPOs collaborate to establish a single 4 year target for each applicable urbanized area, by May 20, 2018*.      | Baseline due: 10/1/2018*<br>Mid due: 10/1/2020*<br>Full due: 10/1/2022*  | MTP (System Performance Report) and TIP updates or amendments after May 20, 2019 | ODOT provides NPMRDS sourced data sets to MPOs |  |  |
|   |                   |  |   | LRSTP & STIP updates or amendments after May 20, 2019   | CMAAQ Performance Report due for each ODOT biennial report   | States and MPOs to agree on the afternoon peak hours of 4:00 - 8:00 p.m. |  |  |  |  |

## Ohio Performance Based Planning MPO/Public Transit Operator/ODOT Agreement Addendum\*

|                             |         | Schedules  |  |  |      |   |   |  |
|-----------------------------|---------|--|--|--|------|---|---|--|
| Measure                     | Network | Data Source  | Applicable Areas   | Target Setting   |      | State Reporting                                       | MPO Reporting   | Consultation   |
|                             |         |  |  | State  | MPOs |   |   |  |
| <b>Non-SOV Travel</b>       | N/A     | American Community Survey (or local travel survey or system use measurement) | Urbanized Areas (see PHED_NonSOV worksheet)                                      | State  | MPOs | Baseline due: 10/1/2018*                              | MTP (System Performance Report) and TIP updates           | ODOT provides NPMRDS sourced data sets to MPOs                 |
|                             |         |  |  |  |      | Mid due: 10/1/2020*                                   | or amendments after May 20, 2019                          |  |
|                             |         |  |  | ODOT and MPOs collaborate to establish a single, unified 2 and 4 year target for each applicable urbanized area, by May 20, 2018*. |      | Full due: 10/1/2022*                                  | CMAQ Performance Report due for each ODOT biennial report | States and MPOs to agree on data set to use                    |
| <b>Total CMAQ Emissions</b> | N/A     | FHWA CMAQ Public Access System   | Ohio<br>AMATS<br>BHJ<br>ERPC<br>LCATS<br>MORPC<br>MVRPC<br>NOACA<br>OKI<br>SCATS | State  | MPOs | Baseline due: 10/1/2018*                              | MTP (System Performance Report) and TIP updates           | ODOT and MPOs utilize FHWA CMAQ Public Access System database. |
|                             |         |  |  |  |      | Mid due: 10/1/2020*                                   | or amendments after May 20, 2019                          |  |
|                             |         |  |  | ODOT establishes 2 & 4 yr. STW targets by 5/20/18*   |      | Full due: 10/1/2022*                                  | CMAQ Performance Report due for each ODOT biennial report |  |
|                             |         |  |  | MPOs establish 4 yr. targets by 11/16/18* by either supporting statewide targets or committing to quantifiable targets for MPA     |      | LRSTP & STIP updates or amendments after May 20, 2019 |   |  |

## Ohio Performance Based Planning MPO/Public Transit Operator/ODOT Agreement Addendum\*

|                               |                       | Schedules                 |                                 |   |  |  |  |  |
|-------------------------------|-----------------------|---------------------------|---------------------------------|---|--|--|--|--|
| Measure                       | Network               | Data Source               | Applicable Areas                | Target Setting  |  | State Reporting  | MPO Reporting  | Consultation   |
|                               |                       |                           |                                 | State   | MPOs   |  |  |  |
| Transit Asset Management Plan | N/A                   | National Transit Database | Transit Operator Capital Assets | Applicable transit Tier I & II providers will establish a state of good repair targets by 01/01/17 (& Annually by January 1st) and TAM Plans by 10/01/2018 (& Annually by January 1st). | Participants under the State's TAM Plan will submit their data annually to their TAM Sponsor in a time frame applicable to the transit provider and the TAM sponsor. | LRSTP & STIP updates or amendments after October 1, 2018.        | MTP and TIP updates or amendments after October 1, 2018. | Applicable Tier I & II providers will coordinate state of good repair data with their MPOs |
|                               |                       |                           |                                 | MPOs must establish targets within 180 days of the initial public transit operator(s) targets; targets should be revisited with each MTP/TIP update, made after October 1, 2018.        |  |  |  |  |
|                               |                       |                           |                                 |   |  |  |  |  |
| NHS Asset Management Plan     | Interstate NHS system | TIMS                      | ODOT                            | N/A   | N/A  | State will provide pavement and bridge data to MPOs upon request |  | ODOT and MPOs coordinate data by consultation  |
| CMAQ Performance Plan         | Interstate NHS system | CMAQ Public Access System | Applicable MPOs                 | N/A   | N/A  | ODOT Includes CMAQ Plans In biennial reports                     | Applicable MPOs submit CMAQ plans To ODOT by October 1st | CMAQ Reports due biennially  |

\*Applicable to Performance Period 1 Only

| Peak Hour Excessive Delay (PHED) & Non-SOV Travel - Applicable Areas* |                         |                           |                    |
|---|-------------------------|---------------------------|--------------------|
| Urbanized Area  | Coordinating State DOTs | Coordinating MPOs         | Performance Period |
| Cincinnati  | ODOT<br>KYTC            | OKI                       | 1                  |
| Cleveland   | ODOT                    | NOACA<br>AMATS            | 1                  |
| Columbus  | ODOT                    | MORPC<br>LCATS            | 1                  |
| Akron   | ODOT                    | AMATS<br>NOACA<br>SCATS   | 2                  |
| Canton  | ODOT                    | SCATS<br>AMATS            | 2                  |
| Dayton  | ODOT                    | MVRPC<br>CCSTCC<br>OKI    | 2                  |
| Huntington  | ODOT<br>WV/DOT<br>KYTC  | KYOVA<br>RIC              | 2                  |
| Toledo  | ODOT<br>MDOT            | TMACOG<br>SEMCOG          | 2                  |
| Youngstown  | ODOT<br>Penn DOT        | Eastgate<br>AMATS<br>SVTC | 2                  |

\*Applicable to Performance Period 1 Only

**Memorandum of Understanding  
Performance Based Transportation Planning Processes  
Parties: MPO(s), Public Transit Operator(s), and the Ohio DOT**

Note: Signatures appear on separate, multiple pages.

Agency/Organization Name: The Ohio Department of Transportation (ODOT)

Agent Name: Jerry Wray

Agent Title: Director

Address: 1980 W. Broad St. Columbus, Ohio 43223

Phone Number: (614) 466-2336

Agency Website Address: http://www.dot.state.oh.us/pages/home.aspx  
(If Applicable)

DRAFT

Date: \_\_\_\_\_  
The Ohio Department of Transportation (ODOT) Representative

**Memorandum of Understanding  
Performance Based Transportation Planning Processes  
Parties: MPO(s), Public Transit Operator(s), and the Ohio DOT**

Note: Signatures appear on separate, multiple pages.

**Agency/Organization Name:** The Northeast Ohio Areawide Coordinating Agency

**(NOACA)** \_\_\_\_\_

**Agent Name:** Grace Gallucci

**Agent Title:** Executive Director

**Address:** 1299 Superior Ave. Cleveland, Ohio 44114-3204

**Phone Number:** (216) 241-2414

**Agency Website Address:** http://www.noaca.org/  
(If Applicable)

DRAFT

\_\_\_\_\_  
Date: \_\_\_\_\_  
**The Northeast Ohio Areawide Coordinating Agency (NOACA) Representative**

**Memorandum of Understanding  
Performance Based Transportation Planning Processes  
Parties: MPO(s), Public Transit Operator(s), and the Ohio DOT**

Note: Signatures appear on separate, multiple pages.

Agency/Organization Name: The Greater Cleveland Regional Transit Authority

(GCRTA)

Agent Name: Joseph Calabrese

Agent Title: CEO, General Manager/Secretary-Treasurer

Address: 1240 W. Sixth St., Cleveland, Ohio 44113

Phone Number: (216) 566-5100

Agency Website Address: http://www.riderta.com/  
(If Applicable)

**APPROVED AS TO LEGAL FORM:**

Sheryl King Benford, General Counsel Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_  
Joseph Calabrese, CEO, General Manager/Secretary-Treasurer



**Memorandum of Understanding  
Performance Based Transportation Planning Processes  
Parties: MPO(s), Public Transit Operator(s), and the Ohio DOT**

Note: Signatures appear on separate, multiple pages.

Agency/Organization Name: Laketrans

Agent Name: Ben Capelle

Agent Title: General Manager

Address: P.O. Box 158, Grand River, Ohio 44045

Phone Number: (440) 350-1000

Agency Website Address: https://laketrans.com/  
(If Applicable)

DRAFT

\_\_\_\_\_ Date: \_\_\_\_\_  
The Laketrans Representative



**Memorandum of Understanding  
Performance Based Transportation Planning Processes  
Parties: MPO(s), Public Transit Operator(s), and the Ohio DOT**

Note: Signatures appear on separate, multiple pages.

Agency/Organization Name: The Medina County Public Transit (MCPT)

Agent Name: Mike Salamone

Agent Title: Transit Director

Address: 144 N. Broadway, Medina, Ohio 44256

Phone Number: (330) 723-9670

Agency Website Address: <http://www.medinaco.org/transit/index.html>  
(If Applicable)

DRAFT

Date: \_\_\_\_\_  
The Medina County Public Transit (MCPT) Representative