



DRAFT

June XX, 2017

Jurisdiction or Agency Head
Organizational Address

Subject: Implementation of Federal Transportation Planning requirements for Performance-Based Planning and Programming.

Dear **Jurisdiction or Agency Head**:

As you know, the federal Performance-Based Planning and Programming (PBPP) process was first legislated in 2012 in the Moving Ahead for Progress in the 21st Century (MAP-21) federal surface transportation act, and was subsequently expanded in the Fixing America's Surface Transportation (FAST) Act of December 2015. As promulgated in subsequent rulemaking by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), the PBPP process assigns various responsibilities to state departments of transportation (DOTs), providers of public transportation, metropolitan planning organizations (MPOs), and other owners of assets of the National Highway System (NHS).

The National Capital Region Transportation Planning Board (TPB), which is the MPO for the Metropolitan Washington region, will be implementing the federally-required PBPP activities, and needs your assistance to do so. In accordance with federal law and regulations, we request that you identify and provide contact information for your agency's staff leading the work efforts for each of the identified PBPP goal areas by June 30, 2017. The purpose of this request is to ensure that efforts of the MPO as well as your agency are coordinated as we each work to comply with the PBPP requirements. This individual (or individuals) will be asked to participate in coordinating activities and events to support the determination and documentation of our respective PBPP responsibilities to effectively and efficiently implement the metropolitan transportation planning process.

Background

MAP-21 and the FAST Act set forth specific requirements for national performance goals in transportation planning and programming in the following areas:

1. Highway Safety
2. Highway and Bridge Condition
3. System Performance (NHS Congestion, Freight, and CMAQ Program)
4. Transit Safety and
5. Transit Asset Management.

Subsequently, FHWA and FTA have worked to issue rulemakings detailing the process of implementing these requirements including national performance measures and the establishment of performance targets in each of the above goal areas as well.

On May 27, 2016, FHWA and FTA jointly published the final **Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning** (Planning Rule) regulations. The new Planning Rule lays out specific requirements for state DOTs and MPOs to implement the federal PBPP process, as part of a continuing, cooperative, and comprehensive (“3C”) performance-based multimodal transportation planning process. Under these regulations, State DOTs (and other NHS asset owners), MPOs, and providers of public transportation must work together to establish performance targets in all the prescribed goal areas. In future years, state DOTs and MPOs will be required to: 1) include performance targets in their statewide plans and programs; 2) link investment priorities to performance targets; and 3) report on progress. For the MPO, the documentation where these three requirements will be evaluated and approved by the USDOT is through the Transportation Improvement Program (TIP) and the long-range metropolitan transportation plan (LRP). Among other requirements, the TIP and LRP will need to describe how the region’s funded projects contribute to achieving performance targets. The TPB is scheduled to approve a new LRP and TIP in October 2018, and must include PBPP documentation.

Determining and Documenting PBPP Responsibilities

Your jurisdiction or agency has been identified as having responsibility for project planning and programming that would influence performance in the PBPP goal areas, including transportation operations and projects that would be included in the region’s LRP and TIP. Coordination and consultation is therefore needed to meet federal metropolitan planning and PBPP requirements. Table 1 displays the PBPP goal areas and the corresponding prospective parties in the region which will need to agree on and formally document respective PBPP responsibilities for performance target selection and project programming.

Table 1: PBPP Goal Areas and Prospective Responsible Parties

	DDOT, MDOT, VDOT	NPS, MdTA, MWAA	Arlington, Alexandria, Charles, Fairfax, Frederick, Loudoun, Montgomery, Prince George’s, Prince William	DDOT, DRPT, MTA, PRTC, VRE, WMATA	TPB
Highway Safety	√				√
Highway Pavement and Bridge Condition	√	√	√		√
System Performance (NHS Congestion, Freight, and CMAQ Program)	√				√
Transit Safety			√	√	√
Transit Asset Management			√	√	√

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The initial part of the PBPP process will require coordination and agreement on specific responsibilities for each agency in accordance with the planning rule. The relevant section of the planning rule states:

Metropolitan Planning Agreements § 450.314(h)

The MPO(s), State(s), and the providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to:

- Transportation performance data,
- The selection of performance targets,
- The reporting of performance targets,
- The reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see § 450.306(d)), and the collection of data for the State asset management plan for the NHS.

Such agreements shall be documented as part of the metropolitan planning agreement or in some other form jointly agreed to by the MPO(s), State(s), and provider(s) of public transportation).

Next Steps

The TPB envisions that this process of determining and documenting PBPP responsibilities will require:

- 1) identifying formal lead contacts for each identified goal area as well as for overarching (inter-goal) coordination at each jurisdiction or agency;
- 2) definition, discussion and development of respective PBPP responsibilities; and
- 3) drafting written provisions documenting these responsibilities.

The final product would be formal documentation of the coordination arrangement, the roles and responsibilities of each party towards implementing the PBPP requirements. The document would be adopted by the TPB and by your respective counterpart as appropriate.

In summary, we request that you provide a response to this letter which identifies and provides contact information for your agency's staff leading the work efforts for each of the identified PBPP goal areas by **June 30, 2017**. The TPB staff will begin to work on numbers 2 and 3 in the next steps. Your participation in this federally-required process is key to its success and for the region to meet the federal metropolitan planning requirements. If you have any questions or would like to discuss this matter further, please contact me at ksrikanth@mwkog.org or 202-962-3257, or Eric Randall of my staff at erandall@mwkog.org or 202-962-3254. We look forward to your rapid response.

Sincerely,

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