



# Instructions

## 1. Introduction – System Performance

The goal of this exercise is to delve deeply into the process of national performance measures target-setting and identify the issues that states will encounter in their effort to meet MAP-21 requirements. Each working group will need to take the range of issues identified, synthesize these issues into an AASHTO perspective for all states, and then suggest recommendations to consider for the SCOPM Task Force. These recommendations will be the focus of the discussion at the workshop on June 13<sup>th</sup> to identify recommendations to FHWA and actions that AASHTO and other partners can take to prepare for MAP-21 target-setting requirements.

### 1.1. Exercise Assumptions

**For the purposes of this exercise, we will assume that all of the recommendations of the SCOPM Task Force have been adopted in the rulemaking.** These are the measures recommended in November 2012 and the further target-setting recommendations from March 2013. The timeframes for when the first reporting is delivered and the first monitoring is conducted are included in this package (Reporting Timeline). This reflects the current understanding of the requirements. However, these dates may change once the rules are released.

#### 1.1.1. Measure Recommendations

- **Annual Hours of Delay (AHD)**—Travel time above a congestion threshold (defined by State DOTs and MPOs) in units of vehicle -hours of delay on Interstate and NHS corridors.
- **Reliability Index (RI<sub>80</sub>)**—The Reliability Index is defined as the ratio of the 80th percentile travel time to the agency-determined threshold travel time.

See the Background Resources document for more information.

#### 1.1.2. Target-Setting Recommendations

##### Delay

- AASHTO supports state flexibility in the setting of targets; as provided in MAP-21. To that end, the AHD target would be set by individual state DOTs and MPOs expressed in terms of annual vehicle-hours of delay. Targets may vary by facility, by corridor, by region, by rural or urban, by

freight versus commute route or other factors such as investment levels, available transit options, remaining capacity and levels of recurrent versus non-recurrent congestion levels.

- Targets could have a negative or positive direction. For example “annual delay should not increase more than 5 percent per year”. Another example of a target could be a comparison of the growth in the delay to the growth in regional economy. The economic recession has played a major role in reducing congestion in recent years, but population and job growth have had a significant role in congestion increases in many regions over the past several decades. Measuring the percent change in delay compared to percent change in gross metropolitan product could provide a more relevant comparison of the role of transportation and land use decisions during periods of rapid growth with periods of slow or no growth. An example target for this measure may state that the percent increase in delay should be no more than the percent increase of the gross metropolitan product.

### **Reliability**

- AASHTO supports state flexibility in the setting of targets; as provided in MAP-21. To that end, the targets would be set by individual State DOTs and MPOs expressed in terms of the Reliability Index. Targets may vary by facility, by corridor, by region, by rural or urban, by freight versus commute route or other factors such as investment levels, available transit options, remaining capacity and levels of recurrent versus non-recurrent congestion levels.

## **1.2. Exercise Process**

A working group for each performance area has been formed, representing a range of states in AASHTO’s membership. The current list of members is attached.

There will be two calls scheduled for the working group – kickoff call on May 22<sup>nd</sup> and a second call on June 4<sup>th</sup>. Most of the work will be done offline and circulated via email.

- Exercise package sent to the working group
- Kick-off conference call (May 22<sup>nd</sup> at 12:00PM EST)
- Surveys filled out
- Conference call to determine recommendations (June 4<sup>th</sup> at 12:00PM EST)
- Draft recommendations produced and circulated to working group
- Finalize recommendations to be used at the workshop on June 13<sup>th</sup>

## **1.3. Exercise Background Resources**

A collection of all relevant materials for this exercise has been compiled and included in the Exercise Package. It includes the following:

- General Target-Setting Recommendations
- Performance Area Specific Recommendation

- Appendix with Additional Resources

## 1.4. Exercise Support

Spy Pond Partners staff are available to support you with this exercise. They will participate in all calls and will support the co-chairs of each performance measure area in any way that is needed. Contact Hyun-A Park ([hpark@spypondpartners.com](mailto:hpark@spypondpartners.com) or 617-500-4857) or Perry Lubin ([plubin@spypondpartners.com](mailto:plubin@spypondpartners.com) or 617-909-7197).

## 2. Exercise Package

The package will be sent to the working group on Friday, May 17<sup>th</sup> to review before the kickoff call. It will include:

- Instructions
- Survey document and link to online survey
- Example Reporting Template
- Reporting Timeline
- Exercise Background Resources

## 3. Kickoff Call

A kickoff call will be held during the week of May 22<sup>nd</sup> and the agenda will include the following topics:

- Exercise Overview
- Survey Step
- Recommendations Development Conference Call
- Final Products of Exercise
- Schedule

## 4. Survey

Each member of the working group will complete a two-part survey. The first part asks questions regarding their readiness for developing national performance measures and targets and the process they will use. The second part asks what the state will do after the first monitoring period when they either exceed, meet, or do not meet their targets. The working group can choose to ask additional states, not involved on the working group, to fill out the survey.

After the surveys are completed, the consultants will synthesize the survey results for the committee to use at the conference call. The co-chairs will use this document to draft a list of candidate recommendations prior to the conference call.

## **5. Conference Call**

The working group will take the material generated from the survey results and determine the recommendations for their performance area. The goal of the call is to agree on the general set of recommendations.

## **6. Recommendations**

Draft and final recommendations will be produced using email to get input. The co-chairs can determine if another call is needed.

## **7. Post Workshop**

A summary of the workshop will be distributed to the working group. A decision will be made after the workshop on whether further activities are needed.