

**Written Procedures for  
Transit Asset Management and Safety Performance Management  
between the  
Delaware Valley Regional Planning Commission (DVRPC),  
Pennsylvania Department of Transportation (PennDOT),  
Southeastern Pennsylvania Transportation Authority (SEPTA), and  
Delaware River Port Authority/Port Authority Transit Corporation  
(DRPA/PATCO)**

**September 2018**

**Background**

These performance management procedures document agreement among DVRPC, PennDOT, and Tier 1 transit operating agencies (SEPTA and DRPA/PATCO) regarding the performance-based transportation planning and programming process required under the Moving Ahead for Progress in the 21st Century (MAP-21) Act and reinforced in the Fixing America's Surface Transportation (FAST) Act for transit asset management and safety. These procedures are written to enable compliance with the requirements of the US Department of Transportation (USDOT) Statewide and Metropolitan Transportation Planning Final Rule (23 CFR Part 450, and 49 CFR Part 613), the Federal Transit Administration (FTA) Transit Asset Management Final Rule (49 CFR Part 625), and the FTA Public Transportation Agency Safety Plan Final Rule (49 CFR Part 673).

DVRPC conducts continuing, comprehensive, and cooperative metropolitan transportation planning, pursuant to 23 USC 134. The final federal Planning Rule, adopted on May 27, 2016, indicates in 23 CFR 450.314(h) that written procedures must be developed regarding the FAST Act performance management requirements, and that these procedures be documented either through existing metropolitan planning agreements, or by another means, as determined cooperatively by the parties (23 CFR 450.314(h)(2)). By use of these written procedures, the parties listed above choose the latter option.

**Scope of Agreement**

The final Planning Rule requires the development and use of a performance-based planning and programming process. This process includes developing a framework of system assessment, including data acquisition, sharing, and analysis; target setting; and reporting for the following national transit performance measures specified by the FTA:

- Transit Asset Management Performance Measures
  - Revenue Fleet: *percent (by asset class) met or exceeded useful life benchmark (ULB)*
  - Equipment: *percent met or exceeded ULB*
  - Infrastructure: *percent of track segments with performance restrictions*

- Facilities: *percent (by asset class) rated below condition 3 on the TERM scale*
- Transit Safety Performance Measures
  - Fatalities: *total number of reportable fatalities and rate per total vehicle revenue miles by mode*
  - Injuries: *total number of reportable injuries and rate per total vehicle revenue miles by mode*
  - Safety Events: *total number of reportable events and rate per total vehicle revenue miles by mode*
  - System Reliability: *mean distance between major mechanical failures by mode*

### **Written Provisions**

DVRPC, PennDOT, SEPTA, and DRPA/PATCO agree to the provisions described below. For all elements, where coordination is required, this may involve in-person meetings, web meetings, conference calls, and/or email communication.

#### **1) Overall Schedule and Elements**

The parties will collaboratively determine schedule(s) for data collection, analysis, target setting, sharing, and reporting for the transit performance measures, following regulations and guidance from FTA, and allowing sufficient time for review by the parties. The final rules for Transit Asset Management and the Public Transportation Agency Safety Plan are effective as of October 1, 2016 and July 19, 2019, respectively.

#### **2) Transportation Performance Data**

Primary responsibility for data collection associated with the transit performance measures will reside with the transit operating agencies (SEPTA and DRPA/PATCO). The operating agencies will share this data with the other parties.

#### **3) Establishment of Performance Targets**

The operating agencies will provide draft targets for their agency-specific transit performance measures to DVRPC and PennDOT. DVRPC and PennDOT will be given an opportunity to provide comments before final targets are adopted.

Within 180 days of receiving the transit agencies final targets, or the date specified by the federal codes, DVRPC will decide to either support the transit agencies' targets and to plan and program projects that contribute toward the transit agencies' targets, or set quantifiable targets for the DVRPC planning area.

For any transit performance measures for which DVRPC adopts its own quantitative planning area targets, DVRPC will develop draft targets in coordination with the

transit agencies and PennDOT. The transit agencies and PennDOT will be provided an opportunity to provide comments on draft DVRPC performance targets prior to final DVRPC adoption.

Coordination among the parties on draft performance targets will include communication about policies, trends, conditions and other factors that contribute to their determination.

#### **4) Reporting of Performance Targets**

The transit agencies will report transit performance targets to FTA, as required. Each party to the written procedures will be notified when the transit agencies have established targets, and reported final targets.

DVRPC will report its MPO-based performance targets to the transit agencies and PennDOT. For each performance measure, DVRPC will provide the following information no later than 180 days after the date each transit agency establishes performance targets, or the date specified by federal code. This reporting will include a determination of whether DVRPC:

- 1) agrees to plan and program projects so that they contribute toward the accomplishment of the transit agencies' performance targets, or
- 2) set a specified quantifiable target for that performance measure for the DVRPC planning area.

Documentation of DVRPC's MPO-based targets will be provided in the form of a letter, resolution, or other formal correspondence.

DVRPC will include pertinent information regarding required performance-related content, respectively, in the metropolitan transportation plan and Transportation Improvement Program, including a description of the anticipated effects of the TIP toward achieving the established performance targets.

The above process is hereby acknowledged by the Delaware Valley Regional Planning Commission, Pennsylvania Department of Transportation, Southeastern Pennsylvania Transportation Authority, and Delaware River Port Authority/Port Authority Transit Corporation, through their respective accountable executives.