

etdm

**Efficient
Transportation
Decision
Making**

...While Protecting Florida's Environment

performance management program



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Overview of

performance management

The Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU), adopted August 25, 2005 (23 USC), requires that performance measures be developed for transportation environmental review processes.

The FDOT has developed the ETDM Performance Management Program (PMP) to monitor and evaluate the success of the ETDM Process in meeting mutually defined performance goals. This PMP is an on-line system currently being actualized statewide throughout FDOT. The Performance Management Program was developed in concert with the ETAT agencies and FDOT Districts to measure and monitor planning, programming and environmental project review timelines and review periods. The FDOT has made the development of the ETDM Performance Management Program an integral part of the process.

Performance Management was developed in concert with an FDOT Task Work Group that identified performance measures and performance goals for the ETDM Process. Performance Management is a dynamic program striving to measure performance efficiencies. The PMP seeks to identify:

- *Best practices for Environmental Streamlining* • *Effective performance measures* • *Data collection techniques and tools to track and monitor ETDM performance* • *Enhancements to the EST to monitor and report on program performance*

The process for Performance Management development entails:



Performance Measures

Goal 1	Improve interagency coordination and dispute resolution
1.1	Environmental Technical Advisory Team (ETAT) review of Planning and Programming Screen within the review period (45 days, or 60 days if an ETAT member requests a time extension)
1.2	Florida Department of Transportation response to comments, inquiries, and requests for information within 30 calendar days (Exclusive of responses provided to ETAT's through the summary reports)
1.3	Number of projects in Dispute Resolution
1.3a	Number of projects marked for "Potential Dispute" during a planning screen
1.4	Percentage of Dispute Resolutions completed within 120 days (120 days includes formal dispute resolution)
1.5	Review of all environmental documents, technical reports, and permit pre-applications within 30 or 45 calendar days, as appropriate (allowing 45 days for Draft Environmental Impact Statements [DEIS] and 30 days for all others).
1.6	Percentage of projects for which ETAT review time extensions are requested.
1.7	Assess quality of Agency coordination
1.8	Assess quality of District coordination
Goal 2	Integrate ETDM into project delivery
2.1	Environmental Impact Statement (EIS) processing time between Date initiated: Notice to Proceed Date /PD&E kick-off meeting/Other (specify)/Notice of Intent (NOI) Date and Record of Decision (ROD) Date per District and Statewide <ul style="list-style-type: none"> • Number of projects processed within 36 months / within 37-54 months / in more than 54 months
2.2	Environmental Assessment (EA)/Finding of No Significant Impact (FONSI) processing time between Date initiated: Notice to Proceed Date/PD&E kick-off meeting/(specify) and Location Design Concept Acceptance (LDCA) <ul style="list-style-type: none"> • Number of projects processed within 30 months / within 31-36 months / in more than 36 months
2.3	Type 2 Categorical Exclusion (CE) processing time between Date initiated: Notice to Proceed Date/PD&E kick-off meeting/Other (specify) and LDCA <ul style="list-style-type: none"> • Number of projects processed within 25 months / within 25-30 months / in more than 30 months
2.4	Percentage of ETDM projects that have completed the Project Development and Environment (PD&E) phase that meet proposed schedule
2.5	Percentage of Planning Summary Reports published within 60 days
2.6	Percentage of Programming Summary Reports published within 60 days
Goal 3	Develop environmental stewardship through protection of environmental resources
3.1	Number of Class of Actions (COAs) resulting in EIS per District and statewide
3.2	Number of COAs resulting in EA/FONSI per District and statewide
3.3	Number of COAs resulting in Type 2 CE per District and statewide
3.4	Assess quality of ETDM Project Data
3.5	Assess quality of ETAT Comments

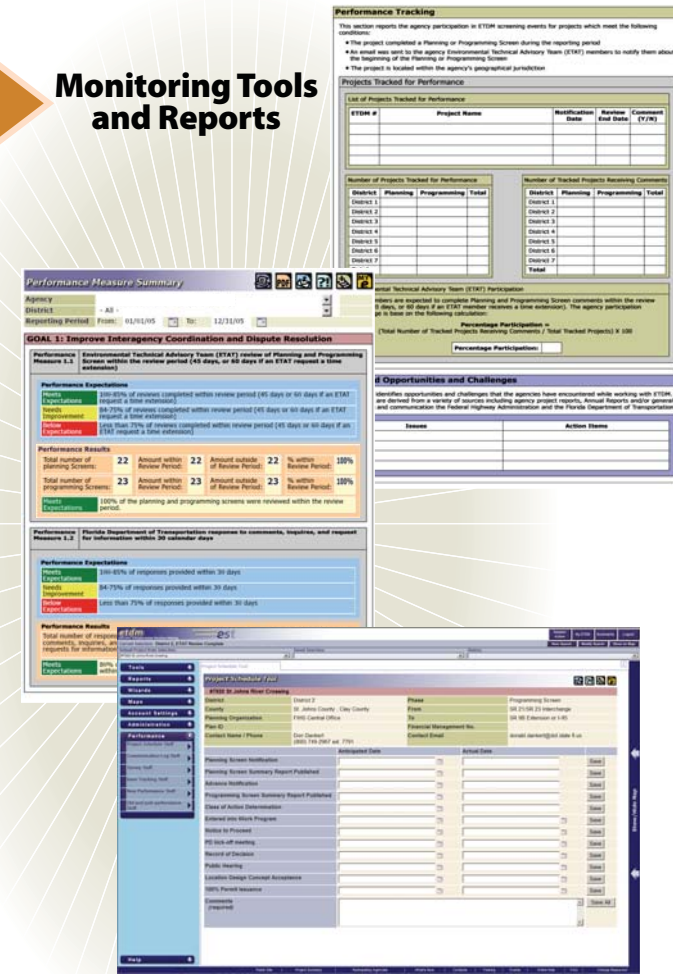
Information Sources

ETDM Reviews and Summary Reports

Project Schedule (Environmental Document Timeline)

Surveys

Monitoring Tools and Reports



The Performance Management Program is dynamic and will be updated as the ETDM PMP matures

Information Sources

Measuring Performance

Performance data are collected in the EST to calculate the results of ETAT agency project reviews and timelines during normal project review activity. Surveys completed by the agencies and FDOT Districts provide a source of qualitative data.

A third source is data uploaded by FDOT Districts into the EST concerning environmental review timelines for NEPA projects.

This information is confirmed using a variety of methods:

1. *EST, Invoice Reports, and Feedback Reports*
2. *ETAT and District Surveys and Survey Summary Reports*
3. *Teleconferences/Face-to-Face Meetings with ETAT and FDOT Districts*

Agency Feedback Report

Agency

Reporting Period

From:

07/25/06

To:

01/25/07

Purpose

Purpose goes here.

Accomplishments

This section describes the level of work that occurred during the reporting period, whether or not a screening event was completed.

ETDM Screening Events

Number of Notifications Sent to Agency During Reporting Period

Planning Screen	
Programming Screen	
Total Notifications	

Number of Planning or Programming Screens Completed During Reporting Period

Planning Screen	
Programming Screen	
Total Completions	

Review Comments Submitted During Reporting Period

Number of Projects Reviewed (at least one review comment submitted for project)

District	Planning	Programming	Total
District 1			
District 2			
District 3			
District 4			
District 5			
District 6			
District 7			
Total			

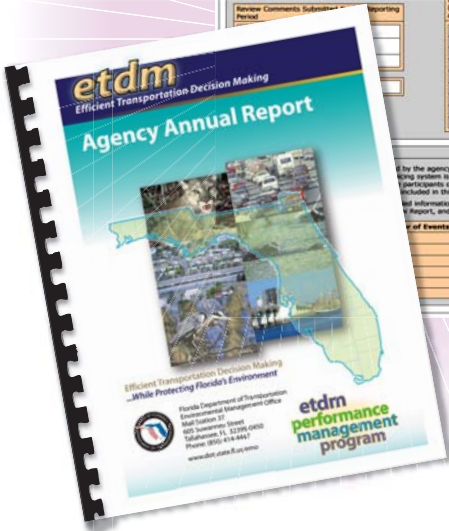
Number of Review Comments Submitted (includes comments for all issues and alternatives)

District	Planning	Programming	Total
District 1			
District 2			
District 3			
District 4			
District 5			
District 6			
District 7			
Total			

by the agency using the off-line activity log contained in the following system is currently being implemented using participants of the on-line invoicing system, off-line activities included in this feedback report.

Information on specific agency activities through the Agency Report, and the Off-line Activity Log.

Number of Events During Reporting Period



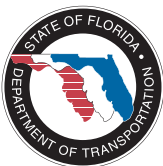
Summary

The goal of the Performance Management Program is to maintain an efficient and inclusive program that actively seeks to improve communication, coordination, and process and program problem solving among all parties participating in the ETDM Process. Performance Monitoring is built on a strong partnering concept and ensures that issues are identified early, discussed, resolved and documented.

The PMP uses an on-line system that provides the tools necessary to upload information and provide reports for monitoring purposes for use in discussions with ETAT agencies and FDOT Districts on program performance elements and measures. In the future, this PMP will expand to include many of the environmental program areas of interest to FDOT and the FHWA. Examples of program areas for future inclusion are noise mitigation, wetland mitigation, endangered species mitigation, and historic and archaeological resource mitigation.

In addition, the Quality Assurance Program for the Environmental Management Office is currently being linked and integrated with the ETDM Performance Management Program so that program and process information can be fully utilized in identifying and addressing program needs, successes, best practices and benefits.

Keys to Success:
communication
coordination
documentation
efficiency
inclusiveness
monitoring
partnership



performance management program

The Performance Management Program (PMP) consists of three major elements: Measuring, Monitoring and Steering. The first element is "Measuring" through a series of Periodic Performance Reviews conducted throughout the year. One review mechanism is the Biennial Survey of the Districts and ETAT agencies, which provides a detailed assessment of the ETDM Process. The second element is "Monitoring" through quarterly ETAT Participation, Summary Report Status, and Semi-Annual Feedback reports, which provide feedback to participants and FDOT. The third element is "Steering," which consists of problem identification and rapid problem solving through good communication between all parties to ultimately meet mutually defined goals of the ETDM Process. The PMP uses a cyclical process leading to improved performance, goal attainment, and improved project delivery.

