

**CHARTER FOR  
PERFORMANCE MEASURE TARGET SETTING AND DATA SHARING  
FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO),  
THE NORTHERN ARIZONA INTERGOVERNMENTAL PUBLIC TRANSPORTATION  
AUTHORITY (NAIPTA) AND THE  
ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT)**

This Charter is made and entered into by and among ADOT as the Designated Recipient for Federal formula funds in the non-urbanized areas, FMPO as the designated Metropolitan Planning Organization, and NAIPTA as the provider of public transportation and the Designated Recipient for Federal formula funds in the urbanized areas, referred to collectively as the "PARTIES" or individually as a "PARTY".

This Charter is effective as of the date it has been approved by all PARTIES.

**I. Purpose of the Memorandum of Understanding**

FMPO, ADOT, and NAIPTA agree upon these specific written provisions for cooperatively developing and sharing information related to transportation performance data, the establishment of performance targets, the reporting of performance targets, the reporting of performance measures to be used in tracking progress toward attainment of critical outcomes for the FMPO region, and the collection of data for the State asset management plan for the National Highway System.

This Charter is pursuant to planning agreement requirements for performance based planning as defined in applicable federal regulations (see 23 CFR Part 450.314(h)(1) and 23 CFR Part 450.314(h)(2)(ii)). Provisions outlined within this Charter do not modify or replace those outlined in other agreements between PARTIES.

**II. Responsibilities of All Parties Pertaining to Target Setting & Data Sharing**

- a. All PARTIES acknowledge and agree to implement performance based planning in accord with applicable federal regulations 23 CFR part 450, 23 CFR 490, 49 CFR 625 and 49 CFR 673.
- b. FMPO, ADOT, and NAIPTA will coordinate on the establishment of targets to ensure consistency, to the maximum extent practicable.
- c. The PARTIES will adopt performance targets for the metropolitan transportation planning process in accordance with Federal and State requirements.
- d. The PARTIES will ensure any of their respective reporting of targets and performance will conform to applicable federal regulations.
- e. Non-Unified targets are required to be established by ADOT, and FMPO will have the option to agree and adopt them or calculate and establish FMPO-specific targets.

**III. Responsibilities of the Arizona Department of**

- a. ADOT will develop draft statewide required performance targets in coordination with FMPO, as applicable. Coordination may include in-person meetings, web meetings, conference calls, and/or email communication. ADOT will provide FMPO with a reasonable opportunity to provide comments on statewide targets prior to the adoption of final statewide targets.
- b. ADOT will take action necessary to meet all State and Federal laws required as related to Performance Based Planning and Programming and will involve Parties as necessary and appropriate.
- c. Upon request, and when not contractually prohibited, ADOT will share with the PARTIES data obtained or collected to support the development of statewide targets and in support of ongoing performance measure tracking.
- d. ADOT will report its performance targets to FHWA and FTA, as applicable. A copy of the report will be sent to the PARTIES at that time.
- e. ADOT will be responsible for collecting bridge and pavement condition data. The data will be used for but not limited to creation of the State Asset Management Plan for the National Highway System. Safety and other data to be collected as required.
- f. To the maximum extent practicable, ADOT will include in its State Transportation Improvement Program (STIP) a description of the anticipated effect of the STIP toward achieving previously established and agreed upon performance targets.
- g. ADOT's STIP will include a linkage from the investment priorities in the STIP to achievement of previously established and agreed upon performance targets.

**IV. Responsibilities of the Flagstaff Metropolitan Planning Organization**

- a. FMPO, when it has not adopted State targets, will develop quantifiable targets for performance measures and will share documentation pertaining to the development, reporting and tracking of those targets with the PARTIES.
- b. Upon request, and when not contractually prohibited, FMPO will share with the PARTIES data obtained or collected in support of performance measure tracking.
- c. The establishment of targets will be developed in the FMPO committee process with final approval by the FMPO Executive Board.
  - (1) FMPO will receive NAIPTA performance targets for transit asset management, safety and other required transit performance targets for the urban transit program and barring a substantive reason recommend them for adoption them as the FMPO target.
  - (2) FMPO will receive ADOT performance targets for the rural areas and barring a substantive reason recommend them for adoption as the FMPO target.
- d. FMPO will report its performance targets to FHWA and FTA, as applicable. A copy of all reports will be sent to the PARTIES at that time.
- e. FMPO will, by reference in the RTP, prepare a System Performance Report to report the condition and performance of the transportation system with respect to performance targets, including progress achieved by FMPO toward the previously established and agreed upon performance targets.
- f. To the maximum extent practicable, FMPO will include in its Transportation Improvement Program (TIP) a description of the anticipated effect of the TIP toward achieving previously established and agreed upon performance targets.
- g. FMPO's TIP will include a linkage from the investment priorities in the TIP to

achievement of previously established and agreed upon performance targets.

**V. Responsibilities of the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA)**

- a. NAIPTA will establish transit asset management, safety and other required transit performance targets and share established targets with the PARTIES.
- b. Upon request, and when not contractually prohibited, the Providers of Public Transportation will share with the PARTIES data obtained or collected in support of performance measure tracking.
- c. NAIPTA will develop the measures as follows.
  - i. The TAM, safety and other required performance targets will be developed through the NAIPTA committee process. The NAIPTA Board of Directors, as the governing and policy-making bodies for NAIPTA, will take final action.
- d. NAIPTA will report performance targets to FMPO. A copy of all reports will be sent to the PARTIES at that time.

**VI. Conflict Resolution section**

If disagreements arise regarding the implementation of this Charter, all PARTIES will act in good faith to resolve the disagreement. If a resolution cannot be reached, the PARTIES to this agreement agree to meet and have a representative from the Federal Highway Administration or the Federal Transit Administration to assist in resolving the disagreement. In the event a resolution still cannot be reached, the parties hereto agree to abide by required arbitration as set forth for public works in Agreement in Arizona Revised Statutes Section 12-1518

**VII. Term**

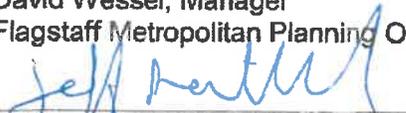
This Charter will remain in full force and effect until it is terminated in writing by one or all of the PARTIES, whichever date occurs first.

All terms of this Charter are hereby acknowledged and agreed, as certified by the signatures of the Designated Officers affixed hereto:



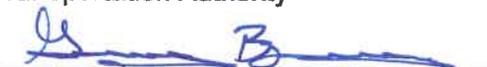
David Wessel, Manager  
Flagstaff Metropolitan Planning Organization

Date 5/11/2018



Jeff Merbeck, CEO & General Manager  
Northern Arizona Intergovernmental Public  
Transportation Authority

Date 5/15/18



Greg Byres, Multimodal Planning Division  
Director  
Arizona Department of Transportation

Date 5/18/18

