



# Florida Department of TRANSPORTATION

Office of Inspector General  
Kristofer B. Sullivan, Inspector General

Audit Report No. 19P-3001  
Performance Measures FY17/18

April 4, 2019

## What We Did

The Office of Inspector General (OIG) conducted a Performance Measures Assessment pursuant to Section 20.055(2), Florida Statutes (F.S.). We assessed the validity and reliability of four performance measures reported in the 2019/2020 Department of Transportation's (department) Long Range Program Plan (LRPP) for Fiscal Year (FY) 2017/2018.

## What We Found

We assessed four LRPP performance measures and determined they were valid and reliable. (See Table 1).

Table 1 – Assessment of LRPP Performance Measures

Responsible Office	LRPP Performance Measure Reviewed	Valid	Reliable
Transportation Data and Analytics Office	1. Lane miles maintained on the State Highway System (Turnpike not included)	Yes	Yes
Transportation Data and Analytics Office	2. Lane miles maintained on the State Highway System (Turnpike only)	Yes	Yes
Office of Work Program and Budget	3. Percent of agency administrative and support costs and positions compared to total agency costs and positions	Yes	Yes
Office of Work Program and Budget	4. Percent of construction contracts planned for letting that were actually let	Yes	Yes

Source: Auditor testing

## What We Recommend

We do not have any recommendations. The Director of the Office of Work Program and Budget, the Chief of Transportation Technology, and the Director of Policy Planning should continue their efforts to ensure valid and reliable data are provided for these performance measures.

**Office of Inspector General  
Florida Department of Transportation**

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## **BACKGROUND AND INTRODUCTION**

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The Government Accountability and Performance Act of 1994 requires state agencies to implement performance-based program budgeting, which includes establishing legislatively-approved performance measures and standards. Additionally, Section 216.013, F.S., requires state agencies to develop a LRPP that is policy-based, priority driven, accountable, and developed through careful examination and justification of all agency programs. The statute requires the submission of the LRPP, including prior year performance data, no later than September 30 of each year.

Section 20.055(2)(b), F.S., requires the OIG to assess the validity and reliability of the performance measures information reported by the department and make recommendations for improvement. To comply with these requirements, we reviewed four legislatively-approved FY 2017/2018 performance measures reported in the department's FY 2019/2020 LRPP.

For this assessment, we used the following definitions from the FY 2019/2020 LRPP:

**Validity** - The appropriateness of the measuring instrument in relation to the purpose for which it is being used.

**Reliability** - The extent to which the measuring procedure yields the same results on repeated trials and data are complete and sufficiently error free for the intended use.

As part of our assessment, we reviewed each responsible office's performance measure procedures and the department's LRPP to identify the intended purpose for each measure under review. We also reviewed prior reports to determine when each measure was last assessed and the results of that assessment to conclude which performance measures will be reviewed for the current assessment.

All four performance measures were previously assessed in two separate audits with the following results:

- The Transportation Data and Analytics Office's LRPP performance measures were last assessed in 2011. In OIG Advisory Memorandum 11P-3000, these two measures were determined to be a valid indicator of lane miles maintained; however, it also concluded they were not a meaningful indicator of results achieved by the department.
- The Office of Work Program and Budget's LRPP performance measures were last assessed in 2007. In OIG Advisory Memorandum 07P-0001, these two measures were determined to be valid and reliable with no recommendations for improvements.

**RESULTS OF REVIEW**

As shown in Table 2, we determined reliability and validity of four LRPP Performance Measures.

Table 2 – Assessment of LRPP Performance Measures

<b>Responsible Office</b>	<b>LRPP Performance Measure Reviewed</b>	<b>Valid</b>	<b>Reliable</b>
Transportation Data and Analytics Office	1. Lane miles maintained on the State Highway System (Turnpike not included)	Yes	Yes
Transportation Data and Analytics Office	2. Lane miles maintained on the State Highway System (Turnpike only)	Yes	Yes
Office of Work Program and Budget	3. Percent of agency administrative and support costs and positions compared to total agency costs and positions	Yes	Yes
Office of Work Program and Budget	4. Percent of construction contracts planned for letting that were actually let	Yes	Yes

Source: Auditor testing

**Performance measures: Lane miles maintained on the State Highway System (Turnpike not included) and Lane miles maintained on the State Highway System (Turnpike only)**

These two measures are valid and reliable indicators of the number of lane miles on the State Highway System. The data collection methodology for these measures is consistent and the measure reports what it claims to measure. The data is supplied by the Roadway Characteristics Inventory (RCI). We reviewed General Interest Roadway Data (GIRD) procedures and found they provide guidance for ensuring the reliability of data. The Transportation Data and Analytics Office (TDA) obtains the finalized data from the RCI to provide the department with the necessary data to report the measure. We concluded there is reasonable assurance the data is reliable.

**Performance measure: Percent of agency administrative and support costs and positions compared to total agency costs and positions**

This measure is a valid indicator of that which it purports to measure. The data collection methodology for this measure is consistent and is reliable due to the process controls in place. Data is obtained from the Legislative Appropriations Systems/ Planning and Budgeting (LAS/PBS) originating from the Executive Office of the Governor. We reviewed the Work Program instructions manual and desk procedures and found they provide guidance for ensuring the reliability of data. The Budget Office finalizes the data from LAS/PBS and provides the Office of Policy Planning (OPP) with the necessary data to report the measure.

**Performance measure: Percentage of construction contracts planned for letting that were actually let**

This measure is a valid indicator of overall progress in completing planned work program construction projects. The data collection methodology for this measure is consistent and is reliable due to the process controls in place. Data is obtained from the districts, and Production Management Office staff review the monthly Executive Bid Summary packages that identify which construction projects have been let in the current month. We reviewed the Work Program instructions manual and desk procedures and found they provide guidance for ensuring the reliability of data. The Production Management Office finalizes the data and provides OPP with the necessary data to report the measure.

## **APPENDIX A – Purpose, Scope, and Methodology**

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The **purpose** of this engagement was to meet the statutory requirement in Section 20.055, F.S., to assess the validity and reliability of legislatively-approved performance measures and make recommendations for improvements, if needed.

The **scope** of the assessment included all information and documentation related to the following four performance measures reported in the department's 2019/2020 LRPP for the FY 2017/2018:

1. Lane miles maintained on the State Highway System (Turnpike not included)
2. Lane miles maintained on the State Highway System (Turnpike only)
3. Percent of agency administrative and support costs and positions compared to total agency costs and positions
4. Percentage of construction contracts planned for letting that were actually let

The **methodology** included:

- reviewing applicable statutes, rules, and procedures;
- reviewing prior advisory reports and working papers;
- interviewing appropriate department management and staff regarding the performance measure processes;
- reviewing data sources, data collection, measure definitions, and methodologies; and
- testing of available data.

**APPENDIX B – Management Response**

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On March 22, 2019, the Office of Transportation Data Analytics and Office of Work Program and Budget stated they did not have any comments to the audit of the Performance Measures FY17/18.

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**DISTRIBUTION**

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Lisa Saliba, Director of Work Program and Budget  
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**PROJECT TEAM**

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**STATEMENT OF ACCORDANCE**

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The department's mission is to provide a safe transportation system that ensures the mobility of people and goods, enhances economic prosperity, and preserves the quality of our environment and communities.

The Office of Inspector General's mission is to promote integrity, accountability, and process improvement in the Department of Transportation by providing objective, fact-based assessments to the DOT team.

This work product was prepared pursuant to section 20.055, Florida Statutes, in accordance with the Association of Inspectors General *Principles and Standards for Offices of Inspector General*, and conforms with The Institute of Internal Auditors' *International Standards for the Professional Practice of Internal Auditing*.

Please address inquiries regarding this report to the department's Office of Inspector General at (850) 410-5800.