



Florida Department of Transportation

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MIKE DEW
SECRETARY

DME MEMORANDUM NUMBER 17-04

DATE: September 22, 2017

TO: DISTRICT MAINTENANCE ENGINEERS

FROM: Rudy Powell, Jr., P.E., Director, Office of Maintenance 

COPIES: Mike Sprayberry, P.E., State Administrator for Maintenance Contracting
Kristin McCrary, P.E., Roadway Operations Engineer
Mike Soto, Program Resources Manager
Kirk Hutchison, Performance Management Manager
Fred Noble, State NPDES Administrator
Jeff Pouliotte, State Structures Maintenance Engineer
Jon Heller, Maintenance Rating Program and Roadside Manager
Chris Laughlin, Bridge Information Manager

SUBJECT: Hurricane Irma- Maintenance Rating Program, Rest Area/ Welcome Center/
Truck Comfort Station Inspections, and Quality Assurance Review Schedule

Hurricane Irma has impacted the entire state of Florida with impacts to roadway conditions and also impacts to staff availability due to preparation and ongoing recovery activities. Due to these impacts, the following guidance is provided for the Maintenance Rating Program, Rest Area/ Welcome Center/ Truck Comfort Station Inspections, and Quality Assurance Reviews.

Maintenance Rating Program (MRP) First Period (July thru October)

If a district has completed the evaluation of all sample points, the resulting MRP score will be used. No exception is needed. If a district has completed the evaluations of at least 50% of the sample points, the district may elect to accept the resulting MRP score, complete the remaining evaluations, or request an exception for the district, cost center, or county. If a district has completed the evaluations of less than 50% of the sample points, the district may elect to complete the remaining evaluations or request an exception for the district, county, or cost center.

Submit requests for an exception to Kristin McCrary by Friday, September 29. If an exception is approved, the district should ensure no sample scores are entered in the areas being exempt. Before the reports are generated, the Office of Maintenance will deduct the mileage accordingly.

Maintenance Rating Program Second Period (November thru February)

Recovery is ongoing so the condition of the roadways and availability of staff at the start of the second period is not known at this time. Districts may request an exception for the district, county, or cost center when the status of the recovery is better known.

Submit requests for an exception to Kristin McCrary. If an exception is approved, the district should ensure no sample scores are entered in the areas being exempt. Before the reports are generated, the Office of Maintenance will deduct the mileage accordingly.

Rest Area/ Welcome Center/ Truck Comfort Station Inspections

If a district has completed the September inspections, the resulting scores at each rest area/ welcome center/ truck comfort station will be used. No exception is needed. If a district has not completed the September inspections, an exception is approved. A district may elect to perform the inspection if desired. Districts may request an exception for the October inspections when the status of the recovery is better known. Any exception does not alter the six month continuous performance measure.

Submit requests for an exception to Mike Sprayberry by Friday, September 29.

Asset Maintenance Contracts

For MRP, if an exception is approved, do not assess retainage for the period the exception is granted and any deductions at year end will not include the period the exception is granted.

For Rest Area Inspections, if an exception is approved, do not alter the six month continuous performance measure. Calculate the six month average once six inspections have been performed. Deductions will be assessed as normal for failure to meet the six month average.”

Quality Assurance Reviews (QAR)

District 3 (Midway Operations) is scheduled for a QAR the week of October 16 and District 2 (Saint Augustine Maintenance) is scheduled for a QAR the week of December 4. The QARs will continue as scheduled with consideration given to items directly impacted by Hurricane Irma. Contact Andrew Smith if rescheduling is needed due to ongoing response activities. The QAR schedule for 2018 will account for impacts due to Hurricane Irma.

Individual QARs such as warehouse and MRP teams may be rescheduled as needed on a case by case basis.

Other Inspections

There are other inspections that are required to be performed on a schedule that may be impacted due to the ongoing recovery efforts. Districts may request an exception for these inspections.

Submit requests for an exception to Kristin McCrary by Friday, September 29.

Should you have any questions concerning this memorandum, please contact Kristin McCrary at 850-410-5694.