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Department of Transportation

MAINTENANCE RATING PROGRAM

AUTHORITY:

Sections 20.23(3)(a) and 334.048(3) Florida Statutes (F.S.)

REFERENCES:

Sections 334.035, 334.046, 336.045, F.S.
Maintenance Rating Program (MRP) Handbook
Florida Transportation Commission Transportation Authority Monitoring and Oversight Report

PURPOSE:

To provide a uniform, sample based evaluation system for maintenance features on the State Highway System. The information contained in the Maintenance Rating Handbook defines a method of conducting a visual and mechanical evaluation of routine highway maintenance conditions.

SCOPE:

This procedure and referenced handbook are primarily for use by maintenance personnel responsible for conducting the Maintenance Rating Program (MRP).

PROCEDURE:

1. COLLECTING AND MAINTAINING DATA

The District Maintenance Engineer / Administrator, or designee, is responsible for ensuring the District Maintenance Rating Program is managed and administered in a timely, accurate and safe manner as defined in this procedure and the accompanying ***MRP Handbook***.

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The Office of Maintenance will generate and distribute random samples each period and the resulting period and annual reports. There will be three rating periods each fiscal year beginning July 1.

The following requirements must be met when collecting and maintaining related data.

(A) All period sample points generated by the random sample program are to be evaluated unless the point location is under construction. The number of points to be evaluated is 30 per facility type, per cost center or a minimum of three per available mile whenever dealing with a facility type less than 10 miles. Deletion of other sample point evaluations shall be approved by the Office of Maintenance.

(B) Each team responsible for collecting MRP data shall be composed of two persons one of which must be a qualified Team Leader. The Team Leader shall meet the qualification criteria for MRP Team Leader, as established by the Office of Maintenance within the MRP Handbook. The team's primary responsibility shall be the safe, accurate, and timely collection and reporting of data as outlined in the ***MRP Handbook***.

(C) The field surveys and data entry shall be completed by the last day of each rating period.

(D) Each qualified Team Leader or District Engineer / Administrator's designee shall notify the Office of Maintenance when the District MRP survey and data entry has been accurately completed and verified. This notification shall be on or before the last day of each rating period.

2. MAINTENANCE RATINGS

Data provided by the MRP shall be used by the Districts to prioritize and schedule routine maintenance work. The following are the standards that shall be met:

(A) Each District is to maintain a minimum annual maintenance rating of 80, except Turnpike which is to maintain a minimum annual maintenance rating of 90;

(B) All elements (Roadway, Roadside, Traffic Services, Drainage and Vegetation/Aesthetics) shall have a minimum annual rating of 75 or above;

(C) The characteristics of each element shall have a minimum annual rating of 70 or above. For the Turnpike, the following performance targets, as established by the Florida Transportation Commission, will be maintained in addition to the criteria above:

(1) Signing shall have a condition rating of at least 90
(2) Striping shall have a condition rating of at least 95
(3) Guardrail shall have a condition rating of at least 80
(4) Lighting shall have a condition rating of at least 85

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3. MAINTENANCE RATING PROGRAM HANDBOOK

The ***MRP Handbook*** is produced and made available by the Office of Maintenance. The handbook provides the detailed information required for uniform and accurate data collection.

Periodic revisions to this handbook may be required to improve rating consistency, incorporate changes to department standards or procedures, safety considerations, and/or public expectations.

The Maintenance Rating Program Task Team, composed of one person from each district and chaired by the MRP and Roadside Manager from the Office of Maintenance, will review the handbook for needed revisions annually and meet at least once per year. Final revisions will be the responsibility of the Office of Maintenance and will be issued as needed.

This handbook is available on the Office of Maintenance website https://www.fdot.gov/maintenance/MaintRatingProgram.shtm. Printed copies of the handbook may be obtained from the Maps and Publications Sales Office. To contact, email co-mapsandpubs@dot.state.fl.us or telephone (850) 414-4050.

4. QUALITY ASSURANCE

A biennial Quality Assurance Review (QAR) will be conducted for each qualified MRP Team Leader, by a QAR team which will consist of the MRP and Roadside Manager from the Office of Maintenance and the District MRP Team Supervisor, MRP Task Team Member, and District Maintenance Engineer/Administrator, or their designee. If deemed necessary by the Office of Maintenance, a MRP QAR may be conducted as necessary.

The QAR team shall work with the MRP Team Leader to allow the MRP team to continue their routine schedule. The QAR team shall rate each sample at the same time, but independently of the MRP Team Leader, or the QAR review can be done on sample points that were completed by the qualified MRP Team Leader within one week of the QAR review. The number of samples may vary by facility type, and may be a mixture of recently completed and joint review points, but shall be a minimum total of eight. Each sample point shall be evaluated for both day and nighttime conditions. Along with the evaluation of the samples, the QAR team will observe the MRP Team Leader and team members for compliance with published safety, ***MRP Handbook***, and all maintenance procedures that apply.

At the end of the evaluation, the QAR team will review data with the MRP team in order to determine if the MRP Team Leader is evaluating characteristics in a consistent manner, and review differences in QAR data. No changes, however, shall be made to sample data for QAR purposes.

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Up to a 5 percent difference in total characteristics evaluated and up to a 5 percent difference in yes/no ratings will be acceptable. If differences in ratings are found to be unacceptable, the MRP Team Leader shall develop a written corrective action plan for the areas showing inconsistency, and forward a copy of the plan to their District Maintenance Engineer / Administrator and the MRP and Roadside Manager. A follow up MRP review of the MRP Team Leader shall be required to demonstrate compliance.

5. QUALITY CONTROL

The District Office shall conduct a minimum of one Quality Control check per year. Methodology shall conform to the requirements of the Quality Assurance Review. Quality Assurance Reviews will determine if Quality Control is in place and will evaluate and report its effectiveness.

TRAINING

Computer based training and an annual workshop will be provided by the Maintenance Rating Program Task Team, Maintenance Rating Program Steering Committee, and Office of Maintenance to appropriate MRP team personnel.

FORMS

No forms required.