



PUERTO RICO STIC CHARTER

OBJECTIVE

The Puerto Rico Department of Transportation and Public Works (DTPW), through itself and through its affiliate administrative agency, the Puerto Rico Highways and Transportation Authority (PRHTA), owns and maintains Puerto Rico's transportation system and makes key decisions on how to deliver projects, as well as what techniques and technologies to use in its operation and safety. The Puerto Rico - State Transportation Innovation Council (PR-STIC) serves as a forum for initiating and overseeing the rapid deployment of innovation strategies into routine practice to accelerate transportation project delivery and advance technologies proven to enhance project quality and effectiveness for the benefit of present and future generation of all road users.

PUERTO RICO - STIC MEMBERSHIP

The PR-STIC membership is comprised of the following eight (8) organizations representing State, Federal, Private sector, and the Academia.

- Secretary of Transportation and Public Works (Co-Chair)
- Federal Highway Administration's Division Administrator (Co-Chair)
- Puerto Rico Highway and Transportation Authority's Executive Director
- Federal Highway Administration's EDC Coordinator
- Puerto Rico Local Technical Assistance Program's (PR-LTAP) Director (also representing the Academia)
- Representative of the Associated General Contractors (AGC) of Puerto Rico
- Representative of the Professional Association of Engineers and Land Surveyors (CIAPR for its Spanish acronym)
- Representative of the Institute of Transportation Engineers (ITE), Puerto Rico Section

As this PR-STIC matures, additional stakeholders will be invited to join the Charter. PR-STIC Advisor Board will strive to keep this membership at a manageable number, preferably no more than 10 official members.

The members will change as it best fits the needs of the respective organizations and the PR-STIC. These changes will generally occur through events such as retirement, changes in employment or career changes, or at the request of the respective organizations.

In addition, subject matter experts and other advisory members may be invited to attend PR-STIC meetings as non-voting members, with the concurrence of the Co-Chairs.

PURPOSE

This Charter establishes the Puerto Rico's State Transportation Innovation Council (PR-STIC) and defines its mission, scope and responsibility, membership, and administration.

VISION

The PR-STIC will foster a collaborative culture for rapid implementation of meaningful innovations to efficiently deliver to the public a modern, high quality transportation system.

MISSION

Facilitate the rapid implementation of technology, tactics, and techniques among transportation program delivery professionals, starting at the DTPW and PRHTA and moving toward all levels of government and throughout the private and non-profit sector, to ensure smart and efficient investment in Puerto Rico's highway infrastructure.

SCOPE AND RESPONSIBILITY

The PR-STIC shall provide multi-discipline expertise to perpetuate the deployment of transportation-related innovation in Puerto Rico. The objectives and duties of the PR-STIC shall be to identify and recommend ways to ensure that Puerto Rico responds to key issues and challenges that impact the transportation program. The PR-STIC will act as a catalyst for rapid deployment of those nationally and State identified technologies, techniques, and tactics that have been demonstrated in "real world" applications and can offer improved performance/effectiveness in Puerto Rico.

The PR-STIC will:

- Advise the DTPW's Secretary, PRHTA's Executive Director and FHWA's Division Administrator on the implementation of the Every Day Counts Initiative and related matters;
- Advise the DTPW's Secretary, PRHTA's Executive Director, and FHWA's Division Administrator on the implementation of other innovative programs such as the Strategic Highway Research Program (SHRP) 2 and Accelerated Innovation Deployment (AID) demonstration program;
- Provide a brief final report (5 pages or less) to PR/USVI Division Office of Federal Highway Administration (FHWA) on PR-STIC projects and how they specifically meet the program's criteria, results, challenges, opportunities, lessons learned, and budget;
- Provide leadership to promote and support rapid deployment of selected technologies, tactics, and techniques;
- Provide a forum for discussing and proposing solutions to transportation-related problems;

- Act as a liaison among the stakeholders represented by the membership and may provide a forum on current and emerging issues in the transportation sector;
- Develop a process to select technologies, tactics, and techniques on which to focus implementation efforts;
- Identify and mobilize champions within the State who are committed to the deployment of chosen technologies, tactics, and techniques;
- Monitor performance metrics to ensure priority initiatives move into standard practice; and
- Share information with all state stakeholders through meetings, workshops, reporting and conferences.

MEETINGS

The PR-STIC shall meet regularly at the time and place set by the Co-Chairs. In addition, the PR-STIC may be convened in an emergency session to address time-critical topics as deemed necessary by the Co-Chairs. It is currently expected that the PR-STIC shall meet at least semi-annually.

Members are expected to attend all meetings. Attendance may be in person or any two-way, interactive communication means, such as conference call or video conference. If necessary, a member may be represented by a designated alternate. A majority of voting members, one of whom is a Co-Chair, shall attend the meetings to establish a quorum.

Items presented for PR-STIC review shall be circulated electronically for members to review far enough in advance of the meeting to allow members time to review the documents in a meaningful way, and in no event less than three (3) days prior to the meeting.

INNOVATION IDENTIFICATION, EVALUATION, AND IMPLEMENTATION

The PR-STIC evaluates the applicability of technology, tactic, or technique and selects innovations for advancement. This process provides an objective and transparent approach to the allocation of resources for innovation deployment and communicates the need to change current practice, leading to greater acceptance among the highway community for innovation implementation.

The PR-STIC will establish selection criteria and procedures and will strive for objectivity and credibility in the selection process. A majority of voting members should agree on the recommendation of annual STIC Incentive projects that are submitted to FHWA for funding approval (please note that FHWA is a non-voting member for the purposes of funding recommendations). PR-STIC members with conflicts of interest related to an application shall recuse themselves during the selection process.

The PR-STIC may establish teams as it considers necessary for the implementation of initiatives or innovations.

OUTREACH AND COMMUNICATION PLAN

The PR-STIC should develop an outreach plan to share innovation deployment efforts and successes with the transportation community, public, and legislators. This plan should communicate the impact and benefits of implementing innovations within the transportation community.

MEASURING SUCCESS

The PR-STIC defines the outcome being sought through the implementation of the selected innovations and monitors performance to ensure priority initiatives move into standard practice. By setting innovation goals, the PR-STIC communicates the expected outcome and results from innovation deployment and encourages statewide implementation. Progress toward meeting the goals should be shared with the PR-STIC members at regular meetings and be used to provide compelling information for outreach and communication activities.

TIME FRAMES

The PR-STIC will be an ongoing team and will only be disbanded upon the agreement of the two Co-Chair leaders.

CHARTER AMENDMENTS

The PR-STIC shall periodically review this Charter and make amendments as needed.

- Adopted: September 24, 2015
- Amended: August 15, 2022

This Charter has been approved by:



Eileen M. Vélez Vega

Date: 8/19/2022

Secretary
Department of Transportation and Public Works
Co-Chair



Jamie Christian

Date: 8/23/2022

Division Administrator
Federal Highway Administration
Co-Chair