

PARTNERING AGREEMENT

Between MoDOT's Research Section and Innovation Staff and FHWA MO Division's Innovation Coordinator

I. Roles and Responsibilities of MoDOT

MoDOT's Role – Ensure that the Construction and Materials Research Section and Innovation staff perform in accordance with state and federal laws and regulations while implementing MoDOT's Strategic Plan and related Work Plan priorities and goals. For our program area, the following tasks are considered the most important and we will work with FHWA as true partners to ensure success:

- Communicate MoDOT needs and request guidance as needed.
- Share the type and nature of grant submittals with FHWA.
- Develop research contracts and work plans in accordance with MoDOT's established policies and procedures.
- Host a Research Peer Exchange every 5 years.
- Extend invitations to FHWA Division staff to meetings in which they express interest to participate.
- Submit Quarterly State Planning and Research (SPR) Part III Reports to FHWA for review and approval.
- Comply with the SPR activities and schedule set forth in the Planning Partnering Agreement.
- Submit requested project changes/additions to the approved SPR Part III to FHWA for review and approval (formal amendment may be required).
- Coordinate Every Day Counts (EDC) initiative efforts between MoDOT and FHWA and participate in Missouri State Transportation Innovation Council (MoSTIC).
- Coordinate LTAP efforts between MoDOT and FHWA.
- Coordinate innovation and research related programs between MoDOT and FHWA as needed.

II. Roles and Responsibilities of FHWA

FHWA's Role – Ensure that FHWA's Innovation and Research Program is administered in accordance with federal laws and regulations while implementing USDOT's Research, Development and Technology Strategic Plan and FHWA's Strategic Implementation Plan and required stewardship and oversight. For our program area, the following tasks are considered the most important and we will work with MoDOT as true partners to ensure success:

- Share information including but not limited to Notice of Funding Opportunities and available trainings and provide guidance as needed.
- Participate in research project development activities in coordination with MoDOT's Research Section.
- Maintain consistent communication with MoDOT's Research Section regarding status of oversight projects and identify those that the FHWA would like to more fully participate in.
- Review Quarterly SPR Part III Reports and approve or provide comments within 5 working days.
- Comply with the SPR activities and schedule set forth in the Planning Partnering Agreement.
- Review and approve project changes/additions to the approved SPR Part III within 5 working days (formal amendment may be required).
- Coordinate Every Day Counts (EDC) initiative efforts between MoDOT and FHWA and participate in Missouri State Transportation Innovation Council (MoSTIC).
- Coordinate innovation and research related programs between MoDOT and FHWA as needed.
 - Every Day Counts (EDC)
 - Accelerated Innovation Deployment (AID) Demonstration
 - State Transportation Innovation Council (STIC) Incentive
 - Accelerated Market Readiness (AMR)
 - Missouri State Transportation Innovation Council (MoSTIC)
 - Local Technical Assistance Program (LTAP)
 - National Cooperative Highway Research Program (NCHRP)
 - Strategic Highway Research Program (SHRP2)
 - Transportation Pooled Fund (TPF)
 - Transportation Research Board (TRB)
 - Technology Transfer (T2)

- University Transportation Centers (UTC)
- Increased Federal Share
- Special Experimental Project No. 14 (SEP-14) Innovative/Alternative Contracting Techniques
- Special Experimental Project No. 15 (SEP-15) Innovative Project Delivery
- Surface Transportation System Funding Alternatives (STSFA)
- Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD)

III. Ground Rules

We agree to concentrate efforts in improving our work by following these ground rules:

- We will respect each other by acting professionally and listening to respective points of view.
- We will communicate by the most effective methods available (e.g. phone, email and meetings).
- We will make decisions by mutual agreement whenever possible. When unable to do this, we will elevate to a higher level in accordance with the conflict resolution process.
- We will conduct meetings between MoDOT's Research Administrative Engineer and Innovation staff and FHWA's Division Innovation Coordinator quarterly or semiannually, to discuss any items or issues of mutual interest.
- We will collaborate in the annual development of the research-related portions of MoDOT's Work Plan and FHWA's Strategic Plan.
- We will present a unified voice to internal and external customers. We will discuss matters together before responding to customers.
- We will revisit this partnering agreement annually to determine if changes need to be made.

IV. Conflict Resolution

In case of conflict, we will resolve it at the lowest level by mutual agreement. If we cannot reach a mutual agreement, we agree to elevate the issue in the following manner:

- First, MoDOT's State Construction and Materials Engineer and FHWA's Division Program Implementation Team Leader will meet to discuss and attempt to resolve conflicts that could not be resolved by their staffs.
- Issues unresolved at the first level will be elevated to MoDOT's Assistant Chief Engineer and FHWA's Deputy Division Administrator.
- Finally, any issues unresolved at the first or second levels will be elevated to MoDOT's Deputy Director/Chief Engineer and FHWA's Division Administrator.

V. Performance Evaluation

We will measure our partnering progress and success by the following performance indicators:

- Grant Application Success – Dollar Amount Applied for vs. Dollar Amount Awarded
- In addition, we agree to enhance the good working relationship between the two offices by having regular meetings between MoDOT's Research and Innovation Staff and FHWA's Division Innovation Coordinator. These meetings will serve as a regular opportunity to assess performance and ensure that our offices continue to work well together.

VI. Program Assessment

The objective of FHWA's risk management process is to establish a consistent approach to identify and prioritize program area risks. Applying the principles of risk makes it possible to identify threats and opportunities; assess and prioritize those threats and opportunities; and determine and prioritize strategies so that we can decide how to address future issues affecting the Federal-aid Highway Programs.

MoDOT Research and Innovation staff and FHWA agree to coordinated yearly meetings to identify Innovation and Research Program risk areas for the next performance year.

The Innovation and Research Program Risk Assessment process identified the following top three risks for PY21 (performance year):

- Develop a Research Program Management Process
- Monitoring the SPR Subpart B expenditures
- LTAP solicitation for next contract complete by 12/31/2020 and coordination to submit LTAP Work Program by 9/30/2020

MoDOT and FHWA agree to partner together to identify strategies to help mitigate these risks.

VII. Communicating with Management

We will keep management informed of our activities and how our partnering is working by communicating important or controversial issues to management immediately as they arise. We will use the “no surprise philosophy” by providing management with updates as needed.

DATE: 10/29/2020

MISSOURI DEPARTMENT OF TRANSPORTATION



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