

990152

STATEMENT OF AUTHORITY

This Grant between the National Highway Traffic Administration, hereinafter referred to as the "NHTSA," and the City of Gainesville hereinafter referred to as the "Grantee," is hereby entered into under the authority of the National Traffic and Motor Safety Act of 1966, as amended (15 U.S.C., Section 1395). This Grant provides for the limited exchange of personnel, equipment, facilities and funds to achieve the following purpose(s).

II. STATEMENT OF BACKGROUND AND OBJECTIVEBackground

Crash data lack uniformity between the states and, often, within a state. Beyond a basic set of data elements, states collect different data elements on their crash reports. Where there are similar data elements, they often have different meanings. Or the names may be the same but the attribute values vary. Within a state, local law enforcement may interpret crash element definitions differently when documenting the same type of event. Reporting thresholds for the types of traffic crash for which data are collected also differ among states and may even be implemented differently within a state.

Lack of uniform reporting makes the use and comparison of state crash data difficult. Different elements and definitions within a state can result in inconsistent data and, potentially, incorrect interpretations of data. The same is true when states have different reporting requirements and dissimilar crash data elements - accurate comparisons are difficult, and states cannot draw on the experience of other states. When analyses use two or more state crash data files, results have to be examined closely to ensure that they are not due to differences in the data collected and coded by these states.

Section 2002(a) of The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) addressed the issue of collection and reporting by states of data on traffic related deaths and injuries and directed the Secretary to establish a program collecting such information from the states. It stated that, "The purposes of the program are to ensure national uniform data on such deaths and injuries and to allow the Secretary to make determinations for use in developing programs to reduce such deaths and injuries and making recommendations to Congress concerning legislation necessary to implement such programs." The section went on to say that "The Secretary shall establish minimum reporting criteria for the program."

In response to this requirement the Model Minimum Uniform Crash Criteria (MMUCC) was developed with participation through a public/private collaborative effort of the highway and traffic safety communities. The process was sponsored by the NAGHSR, FHWA and NHTSA.

In June 1998 Congress passed the Transportation Equity Act for the 21st Century. TEA21 provides incentive grants to states to improve highway

safety data. Included in this grant program is the requirement for the Secretary of Transportation in consultation with states to recommend model data elements to standardize data. In response to the development of this legislation, the expert panel recognized that the MMUCC development process met the consultative requirement. Thus, the MMUCC was recommended to serve as the model data elements.

Project Objective

The State of Florida has embarked on an effort to review and update its crash report form. The City of Gainesville Police and Public Works Department will conduct a field test of automated collection and dissemination of crash data that are both Model Minimum Uniform Crash Criteria (MMUCC) compliant and meet the current Florida State crash reporting criteria.

III. SCOPE OF WORK

For a period hereinafter set forth, NHTSA and the Grantee shall cooperatively furnish the necessary personnel, equipment and facilities, and otherwise perform all things necessary for, or incident to the performance of work (the accomplishment of objectives) as set forth below:

1. Description of Work/Objectives

1. As specified in the Grantee's proposal dated 02/16/99, entitled "Model Minimum Uniform Crash Criteria Field Test (MMUCC)".
2. Any deviations from the procedures or objectives specified in this Grant must be presented and approved by the NHTSA Contracting Officer before such deviations are implemented.
3. The project is planned as a twelve-month effort concluding with evaluations of the entire process including the methodology used to add MMUCC data elements to an automated system, comparison of MMUCC and standard Florida data elements, field data collection and reporting and an engineering evaluation.
4. The following key functions will be performed during this grant period:
 - automated collection of MMUCC data elements on laptop computers by highly trained Police Service Technicians.
 - coordinated collection of all data on the Florida State crash report form.
 - field officer and supervisory feedback on collection of MMUCC data elements and a comparison to collection of similar elements currently on Florida form.

- management-level comparison of the use of MMUCC data elements and existing Florida elements for planning and reporting of enforcement activities.
- engineering and engineering management level comparison of use of MMUCC data elements and existing Florida for planning and evaluation of activities in the Department of Public Works; and
- Florida comparison of MMUCC and existing State data elements for use in crash analysis and reporting.

5. The following Tasks will be performed by the Gainesville Police Department:

Task 1. Project Kick-Off

Conduct a kick-off meeting within one month from the start of the Grant. The purpose of the meeting is to discuss all pertinent details of the project to ensure that all members of the project team (NHTSA and contractor) understand the goals of the project and the steps to be taken to meet those goals.

Task 2. Develop Methodology and Add MMUCC Data Elements to Crash Reporting System

The Grantee will develop software that captures both the Florida crash report form data as well as the additional data as defined in the MMUCC guideline. The developed software for the MMUCC data collection procedures is to be developed in such a format that "piggybacks" onto the State's existing automated data collection system. This will facilitate evaluations of the data collection of MMUCC elements versus standard Florida data elements. This will require that MMUCC data elements be absolutely separable from their standard counterparts. Therefore, to ensure that the data elements can be reasonably compared the grantee must collect MMUCC elements at the same time that the standard Florida elements are collected. Also, all reports to be developed must be able to show just the MMUCC elements in comparison to reports that show just the Florida data elements. This method will facilitate comparisons between MMUCC and standard Florida data and provide the grantee a way to isolate the cost and effort associated with the data collection and reporting tasks.

Task 3. Comparison of MMUCC and Standard Florida Data Elements for Use In Enforcement Agency Planning

The Grantee is to review crash reports with particular attention to the MMUCC data elements collected at the crash scenes and corresponding existing crash data elements. Information on the types of crashes as shown by MMUCC data elements such as First Harmful Event, Relation to Roadway, Manner of Impact, Force of Collision, and Sequence of Events to help determine in greater

detail the kinds of crashes being experienced in Gainesville and their impact on resource utilization and for targeting specific types of crashes for increased attention by law enforcement officers. Some of the MMUCC have corresponding data elements on the Florida crash report form. Others are either not available or are not easily used from data based solely on the Florida form. The basis of comparison will be for the grantee to use the information as derived from MMUCC versus that from the standard state data set to make decisions about resource allocation and targeted enforcement.

Task 4. Field Data Collection

The grantee is to use an automated system for field data collection and reporting of standard Florida data and of the MMUCC data by field personnel. They will evaluate the methodology used to collect the information in the field and the methods used for reporting. The grantee will provide NHTSA with a direct comparison of the collection of MMUCC data elements versus the standard state data elements. This comparison is to include subjective impressions of the understanding of the data elements in comparison to the existing state data elements coded using the same software.

Task 5. Engineering Evaluation

The grantee is to provide an engineering evaluation to NHTSA at the conclusion of the grant period. This evaluation will include a determination of engineering countermeasures used to identify crash problems. This evaluation will also include information of the quality of improvement in the data since the data entry will be conducted directly in the field, with no intervening steps. The grantee is to generate a report comparing the use of MMUCC and standard Florida data elements for engineering purposes.

B. Deliverables (D) /Milestones (M)

1. The following items shall be delivered in accordance with the following schedule:

<u>Item Number</u>	<u>Deliverable (D) Milestone (M)</u>	<u>Due Date After Grant Award Date</u>
1.	Project Kick-off (M)	1 month after award
2.	Addition of MMUCC Data Elements (M)	2 months after award
3.	Completion of Programming Report on Implementing MMUCC in an automated system (D/M)	2 months after award

4.	Early Report on Field Data Collection and Reporting (M)	4 months after award
5.	Interim Report on Use of MMUCC Data in Enforcement Planning (D/M)	6 months after award
6.	Completion of six-month data collection (M)	8 months after award
7.	Final Report on Use of MMUCC data in (D/M) Enforcement Planning	9 months after award
8.	Final Report on Field Data Collection and Reporting (D/M)	10 months after award
9.	Final Report on Engineering Evaluation (D/M)	10 months after award

C. Place of Delivery/Number of Copies

<u>Item #</u>	<u>Address</u>	<u># of Copies</u>
1-9	DOT/National Highway Traffic Safety Administration ATTN: Ms. Jackie Schraf, COTR, NTS-32 400 7th Street, S.W., Room 5125 Washington, D.C. 20590	2
9	DOT/National Highway Traffic Safety Administration ATTN: Ms. Debra J. Crites Office of Contract and Procurement, NAD-30 400 7th Street, S.W., Room 5301 Washington, D.C. 20590	1

IV. PERIOD OF PERFORMANCE

The period of performance of this grant is 12 months from the date of award.

V. FINANCIAL ADMINISTRATION

- A.** The total not to exceed amount of Federal funding to be provided under this grant is \$60,000.

B. Approved Project Budget: The approved Project Budget, dated 02/16/99, is incorporated herein and made a part of this Grant. Any reallocation of funds among budget items which does not result in an increase to the current Federal funds available, or to the total amount of Federal funding provided, whichever is lesser, shall require only prior written authorization from the NHTSA Contracting Officer and the issuance of a Revised Project Budget. Any reallocation of funds among budget items which will require an increase to the current Federal funds available, or to the total amount of the Federal funding provided, shall require a formal modification of this Grant.

C. Payment - Reimbursement

1. All costs claimed for reimbursement and payment, including the final payment, shall be submitted on a Standard Form 270, Request for Advance or reimbursement, or other format approved by the Contracting Officer, as follows:
 - a. An original and 1 copy to:

DOT/National Highway Traffic Safety Administration
Office of Fiscal Services, Finance Group (NPP-32)
400 7th Street, S.W., Room 5208
Washington, D.C. 20590
 - b. One copy to:

DOT/National Highway Traffic Safety Administration
ATTN: Ms. Debra J. Crites
Office of Contracts and Procurement, NAD-30
400 7th Street, S.W., Room 5301
Washington, D.C. 20590
2. All vouchers shall include a reference to NHTSA Grant No. DTNH22-99-G-05059. The Grantee shall be allowed to submit claims for reimbursement on a monthly basis. Payment approval shall be subject to satisfactory progress.
3. The Grantee shall furnish the following minimum information in support of all costs claimed:
 - a. The period of performance for the costs claimed;
 - b. Current and cumulative amounts of the following items of cost: direct labor; fringe benefits, material costs; consultant costs; subcontractor costs; travel costs itemized including origin and destination; and any other supporting data for unusual expenditures.

PROJECT OFFICERS**A. NHTSA: (Contracting Officer's Technical Representative)**

DOT/National Highway Traffic Safety Administration
Ms. Jackie Schraf, COTR
400 7th Street, S.W., Room 5125
Washington, D.C. 20590
Phone: (202) 366-2719

B. The Grantee:

City of Gainesville
Dr. Mary S. Broske
P.O. Box 490
Gainesville, FL 32602
Phone: (352) 334-5000 Ext. 5872

VII. SPECIAL PROVISIONS - Seat Belt Use Policies and Programs.

In accordance with Executive Order 13043, the recipient of this award is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. Information on how to implement such a program, or statistics on the potential benefits and cost-savings to companies or organizations, can be found in the Buckle Up America section on NHTSA's website at www.nhtsa.dot.gov. Additional resources are available from the Network of Employers for Traffic Safety (NETS), a public-private partnership headquartered in Washington, D.C. dedicated to improving the traffic safety practices of employers and employees. NETS is prepared to help with technical assistance, a simple, user-friendly program kit, and an award for achieving the goal of 85 percent seat belt use. NETS can be contacted at 1 (888) 221-0045 or visit its website at www.trafficsafety.org.

This clause should be included in all contracts, subcontracts, and grant agreements entered into by the recipient under this award.

VIII. GENERAL PROVISIONS

The NHTSA General Provisions for Assistance Agreements, dated 7/95, as attached, shall be applicable to this Grant.

IX. MODIFICATIONS

Modifications to this Grant may be proposed at any time during the period of performance by either party and shall become effective upon approval by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this grant to be executed as of the date therein written:

DOT/Nat'l Hwy Traffic Safety Admin
Washington, D.C.

City of Gainesville
Gainesville, FL 32602

Mark Kromer

Wayne Bowers

MARK KROMER
Contracting Officer

(Signature)
Wayne Bowers, City Manager

4/9/99

(Name & Title)
4/11/99

(Date)

(Date)