

Part B. Collections of Information Employing Statistical Methods

1. Describe (including a numerical estimate) the potential respondent universe and any sampling or other respondent selection methods to be used. Data on the number of entities (e.g., establishments, State and local government units, households, or persons) in the universe covered by the collection and in the corresponding sample are to be provided in tabular form for the universe as a whole and for each of the strata in the proposed sample. Indicate expected response rates for the collection as a whole. If the collection had been conducted previously, include the actual response rate achieved during the last collection.

The universe consists of the Transportation Agencies of 50 United States and the District of Columbia and Puerto Rico; 52 entities. The respondent can be Highway, Pavement or Materials Engineers of these entities depending on who is the most knowledgeable for that state. The expected response rate is 50/52 entities (96%), because the information is of vested interest to both the STAs and FHWA.

2. Describe the procedures for the collection of information including:

- * Statistical methodology for stratification and sample selection,
- * Estimation procedure,
- * Degree of accuracy needed for the purpose described in the justification,
- * Unusual problems requiring specialized sampling procedures, and
- * Any use of periodic (less frequent than annual) data collection cycles to reduce burden.

The sample size is discrete and well defined as the Transportation Agencies of 50 United States and the District of Columbia and Puerto Rico; 52 entities. The data collection will be done through response to a questionnaire (survey) designed to minimize subjective results or errors through yes/no or multiple-choice selections. The survey will be repeated on a biennial basis to keep the information synchronized with what is expected to be a rapidly changing environment.

3. Describe methods to maximize response rates and to deal with issues of non-response. The accuracy and reliability of information collected must be shown to be adequate for intended uses. For collections based on sampling, a special justification must be provided for any collection that will not yield "reliable" data that can be generalized to the universe studied.

A cover letter will be sent to each of the STAs both via e-mail and U.S. Post Office. The letter will explain the intent of the survey and instructions for how each STA may respond. Two options will be available for respondent to provide the data; paper form with self-addressed stamped envelope and online Internet electronic form. For non-respondents, a reminder will be sent 3 weeks following the original mailing with an overnight mail option to return results for paper forms. Another two weeks following, telephone calls will be placed and e-mails sent to all non-respondents in an effort to collect their survey response.

4. Describe any tests of procedures or methods to be undertaken. Testing is encouraged as an effective means of refining collections of information to minimize burden and improve utility. Tests must be approved if they call for answers to identical questions from 10 or more respondents. A proposed test or set of test may be submitted for approval separately or in combination with the main collection of information.

The survey was prepared and reviewed for technical content and functional efficiency among several federal staff. Then the survey was sent to 6 members of the Lead States Group. Their feedback was incorporated into the survey.

5. Provide the name and telephone number of individuals consulted on statistical aspects of the design and the name of the agency unit, contractor(s), grantee(s), or other person(s) who will actually collect and/or analyze the information for the agency.

Experimental Design and Questionnaire Consultants:

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