

Part B. Collections of Information Employing Statistical Methods

1. Describe potential respondent universe and any sampling selection method to be used.

Response:

The issue of truck parking adequacy involves at least five primary stakeholder groups; each group having different and separate interests and issues with regard to adequacy of truck parking and rest facilities that serve interstate truck drivers. These groups have been identified as: personnel in the State Departments of Transportation (DOTs) involved in operating and maintaining rest areas on the National Highway System (NHS); enforcement personnel in each state that observe over-demand for truck parking or rest facilities based parking behavior and patterns; owners and operators of private sector truck parking facilities; interstate truck drivers; and trucking companies that employ interstate truck drivers.

A 100% census of state commercial vehicle safety program personnel will be conducted coordinated through the American Association of State Highway and Transportation Officials (AASHTO) Sub Committee on Highway Transport (SCOHT) and the Commercial Vehicle Safety Alliance (CVSA) State commercial vehicle safety personnel in each of the fifty states will be included in the commission of the survey.

The survey will center on gathering information from DOTs and enforcement personnel. However, other stakeholders groups have expressed a strong willingness to participate in supplemental qualitative convenience sampling in support of the study. The data gathering plan outlines the process whereby these groups may voluntarily provide information that may be considered to evaluate the capability of the states to provide adequate parking and rest facilities for commercial motor vehicles engaged in interstate transportation.

2. Describe procedures for collecting information, including statistical methodology for stratification and sample selection, estimation procedures, degree of accuracy needed, and less than annual periodic data cycles.

Response: Results of the census of state commercial vehicle safety personnel will be tabulated with results made publicly available on a government website as required under MAP-21 Section 1401(c). The survey will be conducted using web survey tools. The USDOT will coordinate closely with AASHTO and CVSA during the operation of the actual survey and will conduct follow up actions to ensure that participation targets for the survey are realized. Respondents will submit completed survey forms to USDOT via the web survey tool. USDOT will have the responsibility for processing survey results and will vet these results with the AASHTO and CVSA as a quality assurance measure.

The survey will be conducted over a four week time period. Survey respondents will be provided with an initial two week period to respond. Within three days of this two week period, a reminder email will be sent. Non respondents will be granted an additional week to respond beyond the initial two week response period. After three weeks, telephone reminder calls will be made to remaining non respondents who have not responded during the three week period.

3. Describe methods to maximize response rate.

Response: Assistance from the national organizations described in the response to Question #1 in overseeing the distribution of the survey tool and in supporting any follow-up with non-respondents in order to achieve the desired response rate significantly increases the government's success in achieving the desired response rate. The contractor, through this procurement, is required to monitor the operation of the survey as it is conducted. Further,

AASHTO and CVSA have each proposed to assist the contractor with any follow-up during the operation of the survey ensuring that the response rate identified by FHWA will be achieved.

Follow up with survey non-respondents will be coordinated through the appropriate member organization. The Survey Outreach Plan calls for contact by e-mail to non-respondents reminding them to complete the survey followed up by a phone call as required.

4. Describe tests of procedures or methods.

Response: Reliance on experience gained through the 2002 Study of Adequacy of Commercial Truck Parking Facilities project has been integrated into this project. Also, the 2003 National Cooperative Highway Research Program (NCHRP) Synthesis #317: "Dealing with Truck Parking Shortages" included a survey element that FHWA has integrated into this project. The contractor supporting FHWA on this project served as Project Manager on both of these efforts. The added step of involving national organizations on a Stakeholder Technical Working Group (STWG) to assist in the dissemination of the survey instrument to their members, validating the contents of the survey instrument and in overseeing the operation of the survey will maximize participation in the survey and increase the value of the work products developed under this project to these primary Stakeholder Groups represented on the STWG. Draft survey questions were presented to members of the STWG and feedback was received and reflected in the updated survey instrument. Methods and approaches for disseminating the survey to respondents were also evaluated and input was received from STWG members on how to best to approach conduct of the survey in order to maximize participation while minimizing the burden on the respondents. The national organizations involved on the Stakeholder Technical Work Group routinely poll and survey their members; their input and feedback on the contents of the survey instrument and the recommendations they shared toward the approach for conducting the survey will serve to maximize the response rate.

Operate over a month.
2 weeks to respond
 3 days prior reminder
 1 week extension
1 week follow up email
1 week direct contact by phone

5. Provide name and telephone number of individuals who were consulted on statistical aspects of the IC and who will actually collect and/or analyze the information.

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