

**Colorado Department of Transportation Standing Committee on Efficiency and Accountability (E&A) Meeting Minutes**

**Date:** January 16<sup>th</sup>, 2013

**Time:** 1:00pm - 3:00pm

**Location:** CDOT Headquarters, Mt. Evans Room

**Committee Members in Attendance:**

**Barbara Gold**, Audit Director

**Solomon Haile**, CDOT Division of Engineering, Design and Construction

**Steve Hofmeister**, Transportation Commission

**Maribeth Lewis-Baker**, Chairperson; Free Ride Transit System, Breckenridge

**Daniel Owens**, Operating Engineers Union

**Michael Penny**, City of Littleton (via teleconference)

**Gary Vansuch**, Vice Chairman; CDOT Director of Process Improvement

**Bill Weidenaar**, Regional Transportation District

**Dave Childs**, CDOT Division of Highway Maintenance & Operations

**Steve Rudy**, DRCOG

**Bob Sakaguchi**, Jacobs Engineering

**Beverly Wyatt**, Division of Human Resources and Administration

**Committee Members Absent:**

**Debra Perkins-Smith**, CDOT Division of Transportation Development

**T.K. Gwin**, CDOT Division of Aeronautics

**Louie Barela**, CDOT Division of Finance and Accounting

**Others Present:**

**Anna Ryazantseva**, CDOT Process Improvement Intern

**Patrick Girtten**, substituting for Committee member Louie Barela

**Darrell Lingk**, Director of Transportation Safety

**Joe Mahoney**, Manager of Facilities

*Jane Hann, substituting for Committee member Debra Perkins-Smith*

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**(I) Welcome:**

Chairperson Maribeth Lewis-Baker called the meeting to order. Introductions were made and it was noted that Michael Penny was joining the meeting via teleconference.

**(II) Safety Minutes:**

Darrell Link, a member of the group responsible for safety in CDOT, presented the ways in which CDOT's approach to safety is changing. He explained that policies and procedures would not change and would still be in place, however, there would be a change of focus. The new program, Excellence in Safety, would focus of safety behaviors. Darrell Link stressed the importance of an incorporation of safety into production and valuing doing a job safely consistently over time. He noted that the program will be rolling out in the next two months and it will start with Maintenance and Traffic at first.

**(III) Housekeeping Items:**

Chairperson Maribeth Lewis- Baker asked if the Committee members had any changes to the agenda. The agenda was approved. Chairperson Lewis-Baker asked if the Committee members had any changes to the minutes from the December 20<sup>th</sup>, 2012 meeting. Michael Penny moved to adopt the minutes. Dan Owens seconded the motion and the minutes were adopted. Bill Weidenaar inquired about Action Item 6 from the December 20<sup>th</sup> meeting minutes regarding limitations on E&A Committee positions. Gary Vansuch clarified that extra positions on the Committee are allowed. Gary Vansuch then noted that Tom Mauser could not make it to the meeting to discuss the Pre-Contract Award; however, he sent a note informing the Committee of the status of the task force. Chairperson Lewis-Baker brought up the Financial Accountability task

force and asked if there was any interest in filling the Chair position. Bill Weidenaar volunteered to join the task force, but requested not to be Chair. The review of housekeeping items continued with a discussion regarding the time and date of the E&A Committee meetings. It was decided to keep the meetings on Wednesdays but change the time to 10:00 a.m.

**(IV) Electronic Bid Plans (EBP):**

Joe Mahoney presented the Electronic Bid Plans (EBP) to the Committee. He explained that this project deals with submission of proposals for construction projects. The EBP project will use the concept of selling the bid plans online in a digital format. Joe Mahoney noted that this is something that many other DOT's do, however, they are usually only 50-60% online. He went on to explain that there have been some obstacles in finding the right vendor for the online bids. Joe Mahoney noted he would look into some of the ideas provided by the Committee.

Chairperson Lewis-Baker then asked Joe Mahoney for an update on the Energy Performance Contract. Joe Mahoney reported that the October 31<sup>st</sup> notice to proceed had amendments but the Eisenhower Tunnel is going to be commissioned next week. He also reported a delay in the lighting and digital controls portion due to the winter weather. He went on to report that there were substantial overall energy savings, as much as \$800,000 per year, and that boiler replacement was necessary and happened to fall into the project.

**(V) Task Force – Traffic Data:**

Solomon Haile introduced Scott Richrath of the Transportation Performance Branch and Mehdi Baziar to present an update regarding how the Traffic Data Task Force started and where it was headed. Scott Richrath explained that delays and congestion are not the only performance metrics that must be reported on. Commute time and reliability

indices must be reported on as well. He went on to explain that the number of variables required to adequately report on the performance data required more advanced forms of data collection. Solomon Haile then took over reporting on the task force and stressed that the goal was to use data effectively and that current data collection devices do not pick up many routes and segments of Colorado roadways. The task force will continue to meet and analyze data and will report more in the coming months.

**(VI) Future Committee Plans:**

Gary Vansuch presented Jody Randall, a new Committee member. Jodie Randall introduced herself to the other members of the Committee. Gary Vansuch started a discussion on the future plans of the E&A Committee. It was decided to have CDOT officials present to the E&A Committee on how their divisions are working to increase efficiency. There was then a discussion on the types of questions that the Committee would like to ask and the information they want from each division. The Committee proceeded to identify which division they would like to hear from in the coming months. It was noted that the Committee would like to hear from Procurement in February, CDOT Fleet Management for both truck and small vehicles in March, and would like an update on redistricting in April.

**(VII) Adjourned:**

Dan Owens motions to adjourn. Dave Childs seconds the motion, the motion passes, and the meeting is adjourned.

**(VIII) Action Items:**

1. Darrell Lingk will be invited back to report on the Excellence in Safety program.
2. A meeting of the Financial Accountability task force will be schedule for next month.

3. The E&A Committee meeting time will change to 10:00 a.m. for February 20<sup>th</sup> 2013.
4. Joe Mahoney will be invited back in March to update the Committee on the Electronic Bid Plans.
5. Solomon Haile and Scott Richrath will be invited back to update the Committee on the Traffic Data task force.
6. The Committee will hear from the Procurement Division on how they are increasing efficiency in their division.
7. The Committee members will send Gary Vansuch their top three picks for division to hear from in the coming months.

Respectfully submitted on behalf of the Committee,

Anna Ryazantseva

