

**Colorado Department of Transportation**  
**Efficiency and Accountability Committee**  
May 19, 2011 Meeting Minutes

Committee members in attendance:

Debra Baskett, Committee Deputy; Broomfield  
Heidi Bimmerle, CDOT Division of Human Resources and Administration  
Dave Childs, CDOT Highway Maintenance & Operations  
Jeanne Erickson, Transportation Commission  
Jennifer Finch, CDOT Transportation Development  
Solomon Haile, CDOT Engineering  
Jeff Keller, Asphalt Paving Company  
Maribeth Lewis-Baker, Committee Chair; Free Ride Transit System, Breckenridge  
Bob Sakaguchi, Jacobs  
Casey Tighe, Committee Vice Chair; CDOT Audit  
Bill Weidenaar, Regional Transportation District

Staff in attendance:

Sandi Kohrs, DTD Multimodal Planning Branch Manager  
Samuel Nnuro, CDOT Audit  
Pam Hutton, Chief Engineer  
Kate Dill, Performance & Policy Analysis Unit  
Tammy Lang, DTD Information Management Branch Manager

**Welcome and approval of agenda**

At 2:00 p.m., Committee Chair Maribeth Lewis-Baker called the meeting to order and approved the agenda for the meeting.

**Approval of April Minutes**

At 2:05 p.m., approval of the minutes for the April meeting was moved by Jeff Keller and seconded by Dave Childs. The Committee approved the minutes with all members voting aye.

**Update on Subcommittee on Fixed and Variable Cost**

At 2:15 p.m., Jeff Keller updated the committee on the progress of the project costs subcommittee. He stated Patrick Byrne, Solomon Haile and Mickey Ferrell met on the 17<sup>th</sup> of May to discuss issues relating to cost analysis. Mr. Keller suggested that the project cost subcommittee reconvene before the June meeting of the Committee of the Whole. He also noted that members of the project cost subcommittee are taking a cautious approach instead of hastening to come out with a solution that will not be fruitful in the long run due to the complexity of the cost analysis issue.

## **Utility Subcommittee Report**

At 2:25 p.m., committee Vice Chair Casey Tighe updated the Committee on utility permit cost recovery. He stated that members of the procurement subcommittee met last week and addressed the utility permit issue. Mr. Tighe stated that currently CDOT does not charge a utility permit fee. If a utility company wants to run a utility line or pipe down the right of way, it coordinates the activity with CDOT but it does not pay CDOT anything for the time and effort CDOT staff expend in monitoring the activity. He stated that CDOT spends close to a million dollars in staff time working on utility permit related activities. Mr. Tighe said members of the procurement subcommittee researched what other states are doing with regards to utility permit. He noted that California is the only state in the nation with a utility permit rule in place. For example, CalTrans charges an hourly rate of about \$66 per hour for review of utility permit applications. He then asked members of the Committee of the Whole if it would be appropriate to follow California's footprint and adopt the same mechanism in order to recoup some of CDOT cost. Commissioner Jeanne Erickson asked if it will be feasible for CDOT to operate in such a manner without costing more internally. Mr. Dave Childs wanted to know the cost-benefit ratio for adopting such an initiative. Mr. Tighe said he will follow up with CalTrans to determine the merit of its system. Members of the Committee also wanted to know if CDOT's material testing laboratory could be used by other State agencies for testing. Mr. Bob Sakaguchi asked whether CDOT conducts its own quality assurance testing or rather subcontracts it. Mr. Tighe also raised the issue of fuel card discount. There are no systems in place to take advantage of discounts being offer by petroleum distributors like Kings Soopers and Shell to their customers. He noted that individual customers are able to obtain a discount when purchasing fuel if they use their grocery shopping discount cards but such discounts are out reach for CDOT even though they purchase large amounts of fuel from the same source.

## **Contracting Report**

At 3:00 p.m, Tammy Lang of CDOT's Division of Transportation Development Information Management Branch updated the members on the contracting improvement initiative with Treya Partners. She stated that the first phase of the CDOT contracting assessment was undertaken with the primary goals of understanding the "As-Is" state of the CDOT contracting environment. The second phase focused on how to improve the overall quality of CDOT contracting, as well as how to communicate effectively with customers and vendors. Those deliverables occurred on January 15 through March 25. She noted that the third phase will now emphasize implementation. She stated that the third phase is being broken down into several core areas: communication, technology, performance management, contracting organization, contract templates, training, and process reengineering. She provided a handout detailing the projects, procedures, and focus areas. She said a new implementation team will be developed for the seven core areas. Ms. Heidi Bimmerle stated that the Information Technology Management Team at CDOT was resurrected and will review whether SharePoint is the appropriate tool to lock down contract language, incorporating certain functionality from SAP. This process could one day put information at the finger tips of customers and vendors and ease some current contracting challenges at CDOT. Mr. Tighe asked how many templates can be used and what the phase III project schedule would look like. Ms. Lang explained that the changes should be evident later this spring and she hopes this will help improve efficiency and quality in contracting.

## **Performance Measure/communication to public**

At 3:45 p.m., Chair Lewis-Baker led the discussion on performance measures. She introduced Kate Dill of CDOT's Performance and Policy Analysis Unit, who began by showing a 2 ½ minute video on State transportation performance measures. The video summarized the findings of a new report from the Pew Center and Rockefeller Foundation, which gave Colorado a "Trailing Behind" for its reporting of access measures, but "Leading the Way" for its reporting of measures on safety, jobs and commerce, mobility, environmental stewardship, and infrastructure preservation. This resulted in an overall rating of "Mixed Results." The Committee expressed interest in receiving an update on efforts CDOT takes to address the concerns raised in the reports about access performance measurement.

The Committee was impressed by Virginia DOT's external dashboard, though Mr. Tighe asked how CDOT can best raise the profile of its website so that something like a dashboard would have a greater impact. There was a brief discussion about the pros and cons of including a dashboard, or linking to a dashboard, on CoTrip, and Ms. Sandi Kohrs stated that the Performance Measures program has met with Intelligent Transportation Systems to discuss this possibility.

Ms. Lewis-Baker invited a bus driver from Breckinridge to talk to the Committee about his priorities for the transportation system. He said that CDOT's top priorities should be safety, particularly driver behavioral programs, and congestion relief.

## **TOPS Legislation**

At 3:45 p.m., Solomon Haile showed the Committee the Transparency Online Project System (TOPS), to which state legislation now requires CDOT to provide data. The Committee enjoyed navigating the website and comparing CDOT's expenditures on particular line items to other state agencies.

At 4:05 p.m. the meeting adjourned.

Respectfully submitted by Samuel Nnuro on behalf of Committee Secretary Scott Richrath.