

MEMORANDUM

DEPARTMENT OF TRANSPORTATION

Office of Financial Management and Budget
4201 E. Arkansas Avenue
Denver, CO 80222



Date: June 20, 2013

To: Transportation Commission of Colorado

From: Ben Stein, CFO

Re: Proposed Administrative Decision Items for FY 2015

CDOT is proposing to request three Administrative Items for FY2015. They are:

- Restoration of 14.5 Administrative FTE and associated funding (\$1.5M)
- Realignment of OIT funds from the TC funding type to Administrative funding type to comply with state statute
- Administrative increase of \$500K to First Time Drunk Driver fund for more coverage in High Visibility Law Enforcement instances (no decrease to TC budget).

The attached draft decision items are for your review and discussion.

If you have questions regarding this matter please call me (303-757-9171) or Will Ware (303-757-9061).

Thank you.



State of Colorado
Department Name

Restoration of FTE and Associated Funding
FY 20XX-XX [SUPPL/CHANGE/BA]
REQUEST

Priority: ?-3

Cost and FTE

- CDOT is requesting that last year's 15% reduction in Administration personnel be restored.
- Amount requested is 14.5 FTE and \$1,590,193.
- No impact to General Fund (will use HUTF funds).

Link to Operations

- Difficult for CDOT to properly manage its resources and deliver effective services
- CDOT will be better able to meet its project delivery schedule, quality control operations, and risk management goals.

Problem or Opportunity

- Last year, the JBC cut CDOT's open Administration positions

Consequences of Problem

- Increases difficulty of properly managing CDOT resources and delivering effective services
- Negative impact on project delivery schedule, quality control, and risk management.
- Loss of flexibility to best utilize positions and funding.
- Inadequate funding for initiatives that increase effectiveness and efficiency (PBF, Procurement Improvement Project)
- Lessens our ability to follow through on recommendations from our LEAN program.
- Hampers construction program and ability to meet expectations of taxpayers.

Proposed Solution

- Restore the 14.5 FTE and the associated funding with those positions (\$1,590,193)
- Enable CM&O programs to operate in a much more efficient and flexible manner.
- Gives more flexibility for efficiencies and initiatives
- This benefits all of the citizens of Colorado and request is a permanent, ongoing reinstatement.
- No statutory change is required.

For Internal Use Only

(These three sections are to be filled out by the OSPB analyst and must be one page maximum.)

Key Questions for Final Review

- Questions that will help the Governor and key policymakers with the decision to move forward with the request.
- Possible issues to be raised by the JBC.
- What uncertainties exist in the cost estimates?
- Can the solution be achieved through other means?
- Are there possible unintended consequences related to the proposed solution?

Preliminary Recommendation

- OSPB recommendation and brief justification.

Areas for Improvement

- Specific areas that the Department needs to improve to help ensure that the request can move forward successfully.
- Does the request identify the problem, customer, and proposed solution?
- Is the request written clearly and concisely?
- Is the logic of the request easy to follow?

FY 20XX-XX [SUPPL/CHANGE/BA] REQUEST

Priority: R/S/BA-X Title of Request

Request Detail

(READ THIS FIRST: This part of the request will provide the supporting documentation. The following sections are to be provided in narrative, rather than bullet form. There is no specific page limit; however, concise descriptions are encouraged.)

Problem or Opportunity:

This section needs to provide a description of the following: (1) Problem or opportunity that this request will address; (2) History or background of the affected program and the circumstances that created the problem or opportunity; and (3) Description of any efforts the Department has done to correct the problem. Possible additional issues to address include:

- Department Context – How does the problem fit within the goals of the Department?
- How does the problem link to the Department’s Performance Plan?
- How does the Department measure the services being provided?
- How is the problem impacting service delivery?
- How is the problem impacting the workload, inputs and outputs?

Proposed Solution:

This section needs to provide a description of the following: (1) Detailed description and defense of the preferred solution; (2) Cost of the request and the corresponding FTE; and (3) Description of the consequences if the proposed solution is not approved. Possible additional issues to address include:

- How does the solution link to the Department’s Performance Plan?
- What alternatives did the Department consider but ultimately decide not to recommend?
- How will the solution affect service delivery?
- How will it affect the workload, inputs and outputs?
- Who benefits from the solution?
- Is the additional funding one-time or on-going?
- Does the request impact other departments and what is that impact?
- Does the solution require a statutory change?

Anticipated Outcomes:

This section needs to describe the anticipated outcomes if the proposal is approved. This includes the operational details of the proposed solution, along with a justification why the proposed solution represents the best possible alternative. Possible additional issues to address include:

- How will the outcomes be measured?
- How will the Department know if the proposed solution has been successful?
- How does the outcome link to the Department’s Performance Plan?

Assumptions and Calculations:

This section needs to describe the assumptions used to calculate this request. Detailed calculations should be included as appendices or attachments. This section should make reference to those attachments. If applicable, provide the projections for the impacted cash fund.

Supplemental, 1331 Supplemental or Budget Amendment Criteria:

If applicable, briefly describe supplemental or budget amendment criteria this request meets.

Internal Tracking Sheet

	Yes	No	Additional Information
Is the request driven by a new statutory mandate?			
Will the request require a statutory change?			
Is this a one-time request?			
Will this request involve IT components?			
If yes, has OIT reviewed the request and submitted a corresponding Schedule 13?			
Does this request impact other state agencies?			
If yes, has the other impacted state agencies reviewed the request and submitted a corresponding Schedule 13?			
Is there sufficient revenue to support the requested cash fund expenditures?			
Does the request link to the Department's Performance Plan?			



State of Colorado
Department Name

Priority: X-X
Movement of funds to Admin Line of Budget
FY 2014-15 [SUPPL/CHANGE/BA] REQUEST

Cost and FTE

- Total of \$2,365,290 (\$1,185,290 for Network Services and \$1,180,000 GGCC) increase to the Legislative Budget

Link to Operations

- There is no link to workload, inputs and outputs as we are requesting realignment of budget

Problem or Opportunity

- It has been noted that certain portions of the CDOT Information Technology (IT) budget is not on the proper budget line. According to CRS 43-1-113, budgeted items such as CSN and GGCC should be moved to the Administrative Budget line

Consequences of Problem

- If not moved to the Administrative Budget line CDOT will remain in non-compliance with CRS 43-1-113

Proposed Solution

- Approval of request should be made to bring the Information Technology portion of the budget in compliance with CRS 43-1-113

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Problem or Opportunity:

- It has been noted that certain portions of the CDOT Information Technology (IT) budget is not on the proper budget line. According to CRS 43-1-113, budgeted items such as CSN and GGCC should be moved to the Administrative Budget line

Proposed Solution:

- Approval of request should be made to bring the Information Technology portion of the budget in compliance with CRS 43-1-113

Anticipated Outcomes:

- Approval of request should be made to bring the Information Technology portion of the budget in compliance with CRS 43-1-113

Assumptions and Calculations:

- There are no assumptions or calculations needed for this request as it is requesting movement of funds to the Administrative Line

Supplemental, 1331 Supplemental or Budget Amendment Criteria:

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In State of Colorado
Department Name

First Time Drunk Driver Increase Request
COLORADO DEPARTMENT OF
TRANSPORTATION

Priority: ?-3

Cost and FTE

- Cost is \$500K, 33% increase of First Time Drunk Driver funds from \$1.5M to \$2.0M. No FTE.
- Fund Source is C.R.S. 42-2-132.5 (4) (a) (II) (C)

Link to Operations

- **The service will increase the coverage for the 12 high-visibility drunk driving law enforcement episodes that the department oversees.** Statewide impaired driving enforcement is conducted by law enforcement.
- The users of Colorado roadways are impacted by the additional enforcement due to officers taking impaired drivers off the road. Recipients are statewide local law enforcement agencies.

Problem or Opportunity

- In 2011, there were 121 fatal crashes (BA level > .08) with 161 fatalities (26% increase from 2010).
- A mission of CDOT is to reduce the number and severity of traffic crashes in Colorado, and the economic and human loss associated with crashes.
- In 2005, there were 5,404 impaired drivers arrested. In 2012, there were 9,784.
- Number of DUI arrests and by the decrease in motor vehicle fatalities involving alcohol.
- Additional funds allocated can be used for increased enforcement. No impact to OTS operations.

Consequences of Problem

- Increase in impaired driving crashes and fatalities.
- Will prevent expansion of service for the High Visibility Drunk Driving law enforcement episodes
- It jeopardizes the mission of reducing impaired driving crashes and fatalities.

Proposed Solution

- Increase funds to statutory levels to increase impaired driving enforcement.
- Additional funds will not impact OTS operations.
- All users of Colorado roadways benefit.
- Funding is on-going consistent with statute and collections.
- Increased impaired driving arrests and a reduction in impaired driving related crashes and fatalities.
- Solution does not require a statutory change; puts CDOT in statutory compliance.

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