MEMORANDUM

DEPARTMENT OF TRANSPORTATION

Chief Engineer
4201 E. Arkansas Ave., Room 262
Denver, CO 80222
(303) 757-9204
(303) 757-9656 - FAX

Date: September 6, 2013

To: Transportation Commission

From: Timothy J. Harris, Chief Engineer

Subject: Monthly Progress Report for the Portfolio, Cash, and Program Management Initiative

This month I am scheduled to make a short presentation at the Transportation Commission meeting on the status of the Portfolio, Cash, and Program Management initiative (commonly referred to in CDOT as Portfolio Management). It is anticipated that there will be regular monthly report to the Transportation Commission on the progress being made on this initiative and starting, in November, information on the performance metrics of the CDOT capital construction program.

In order for CDOT to successfully deliver the RAMP projects and the other capital construction project it is essential that CDOT have the ability to effectively and efficiently:

1. Integrate program and project management with project selection methodologies including asset management,
2. Schedule activities based on projected resource availability including cash balance projections,
3. Monitor program and project performance against performance metrics and report the information to various organizational levels,
4. Extract data to facilitate responses to routine and non-routine inquiries, and
5. Support reporting to internal and external stakeholders in a transparent manner.

The Portfolio Management initiative is designed to help CDOT continue to develop our in-house capabilities to accomplish the above tasks. However, because we cannot wait we are arranging to start providing additional support immediately. While this will not necessarily provide all of the desired support and information, it will be at least similar to the information provided by Bridge Enterprise.

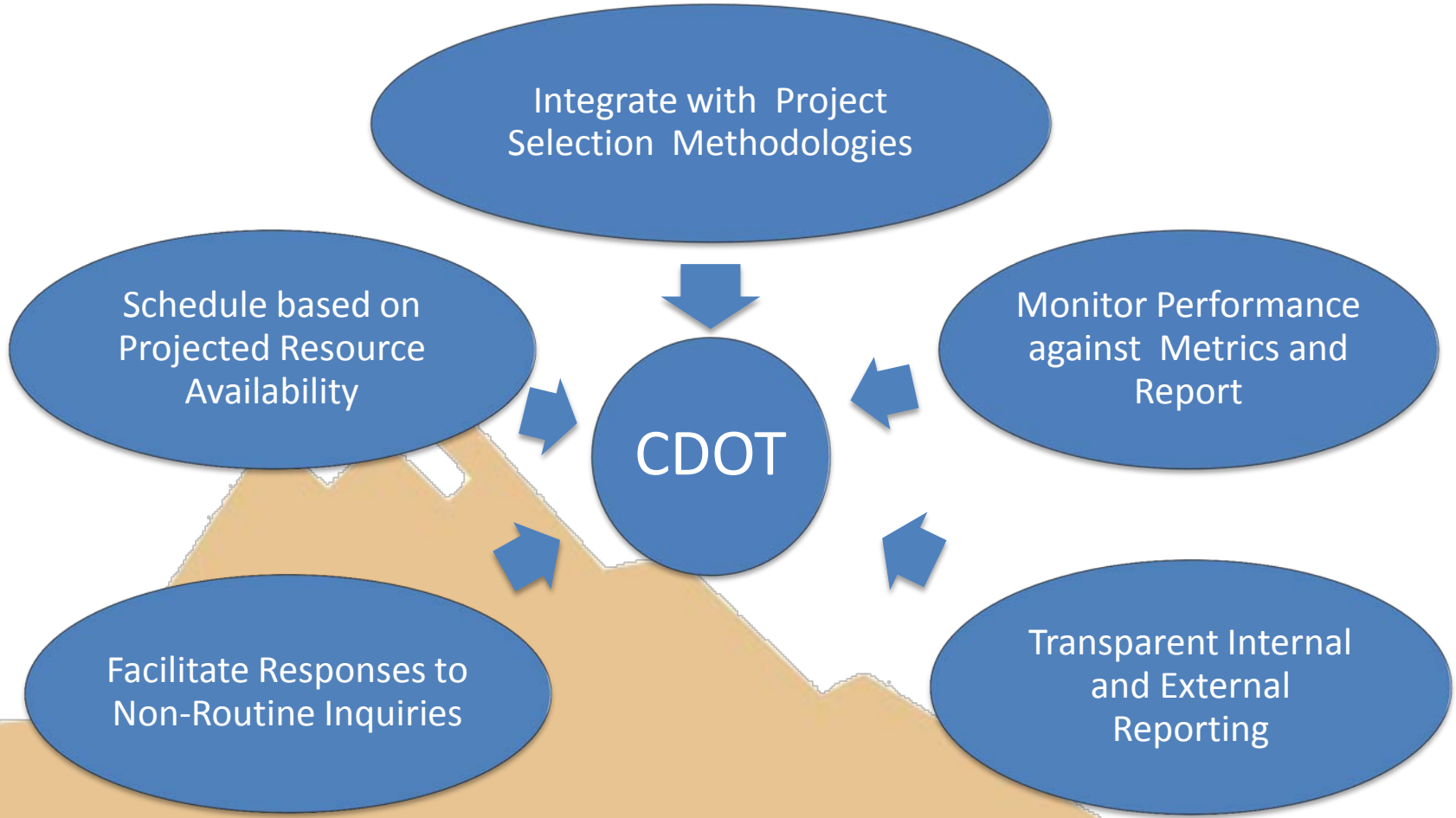
In addition to discussing some of the deliverables that will be directly relevant to the Transportation Commission, I will review the effort's organizational structure to demonstrate the breadth and depth of the CDOT support and involvement.

Portfolio Management
Cash Management
Program Management

September 19, 2013

Monthly Progress Report

CDOT must have the ability to effectively and efficiently:



“Portfolio” Project Purposes

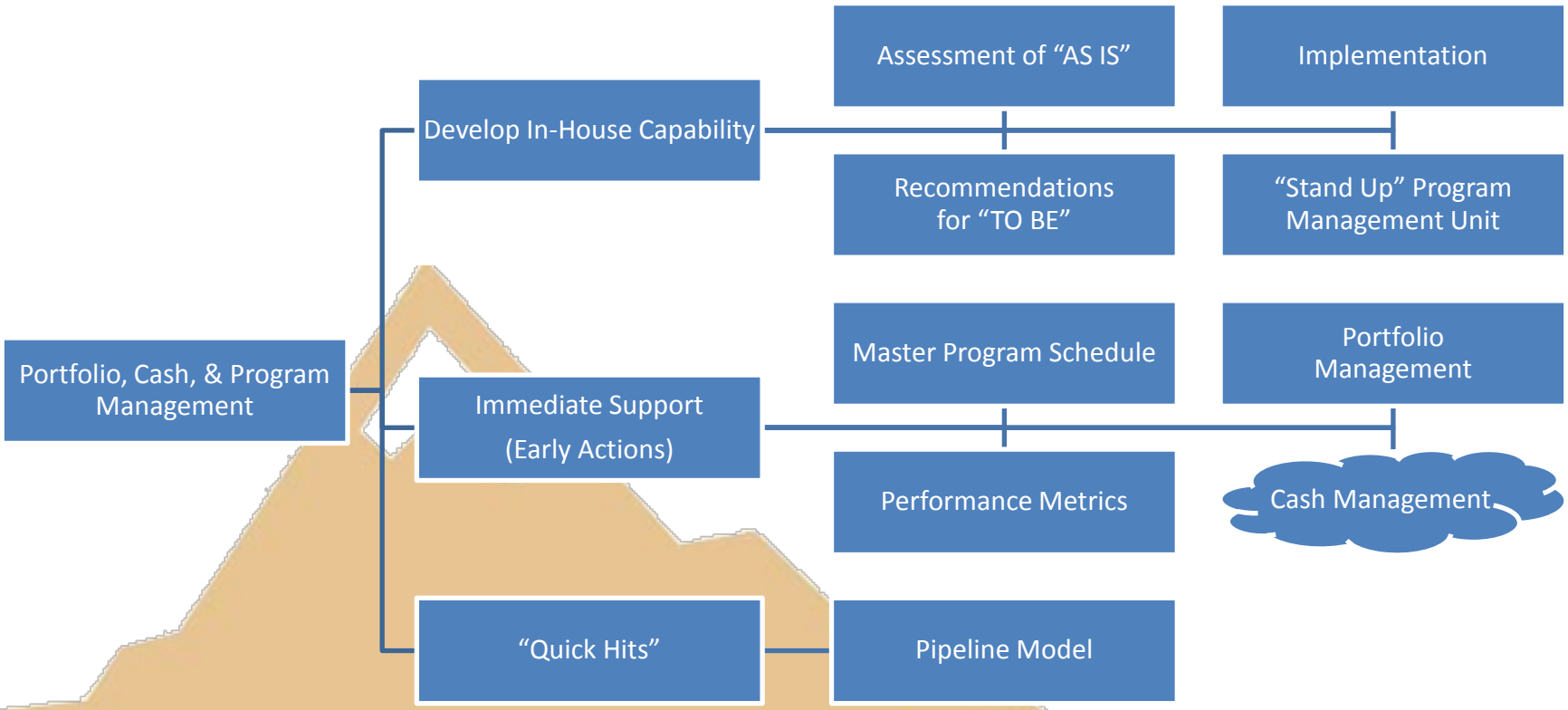
1. Development and Implementation of **in-house** CDOT Portfolio, Cash, and Program Management **capabilities** to deliver CDOT’s RAMP and normal capital construction programs valued collectively at **$900 million per year.**

2. Provide limited Portfolio, Cash, and Program Management support (including Performance Metrics) immediately.

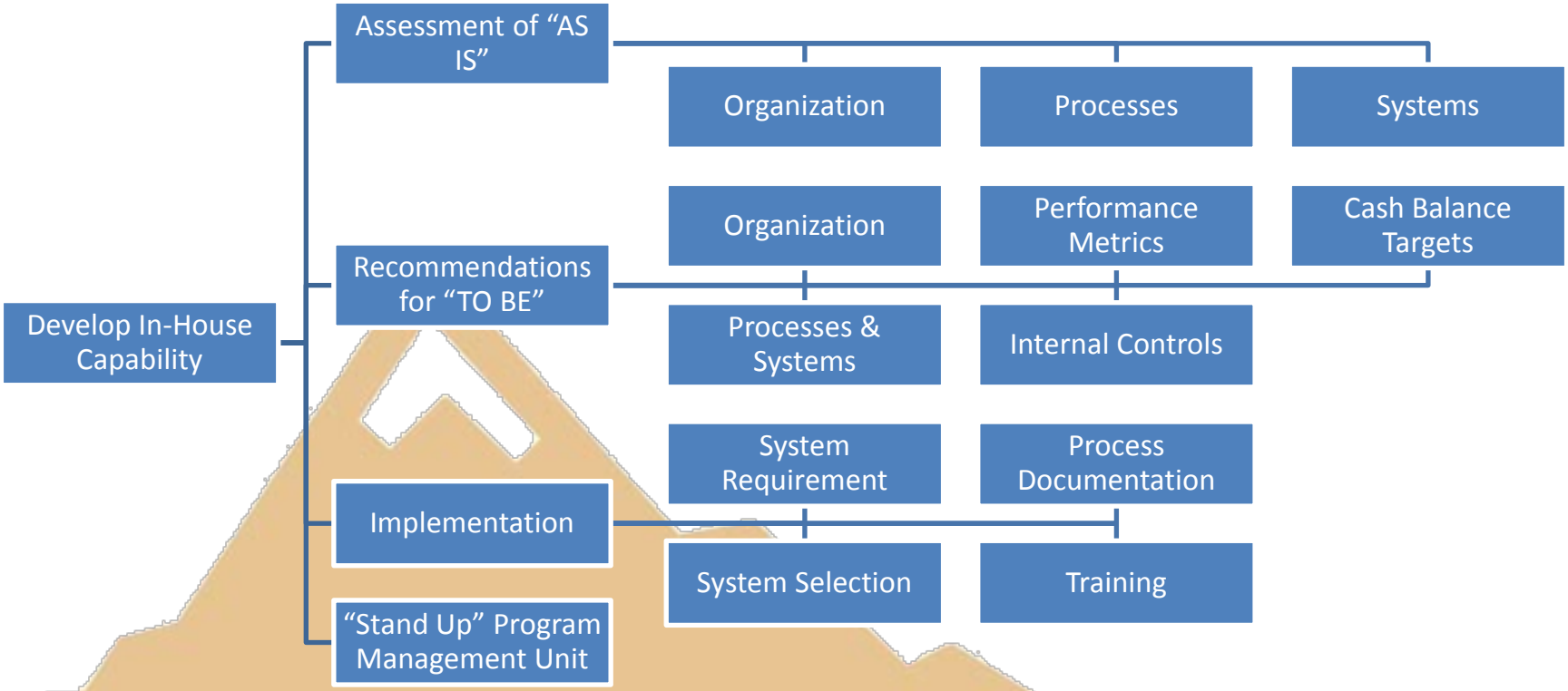
Selected Deliverables

Deliverable	Date
Begin Monthly Performance Metric Reporting (Anticipated)	November, 2013
Final Report – Document and Evaluate Current Organization, Processes, and Systems	November, 2013
Final Report – Recommendations Concerning Organization, Processes & Systems, Performance Metrics, Internal Controls, and Cash Balance Targets	February, 2014

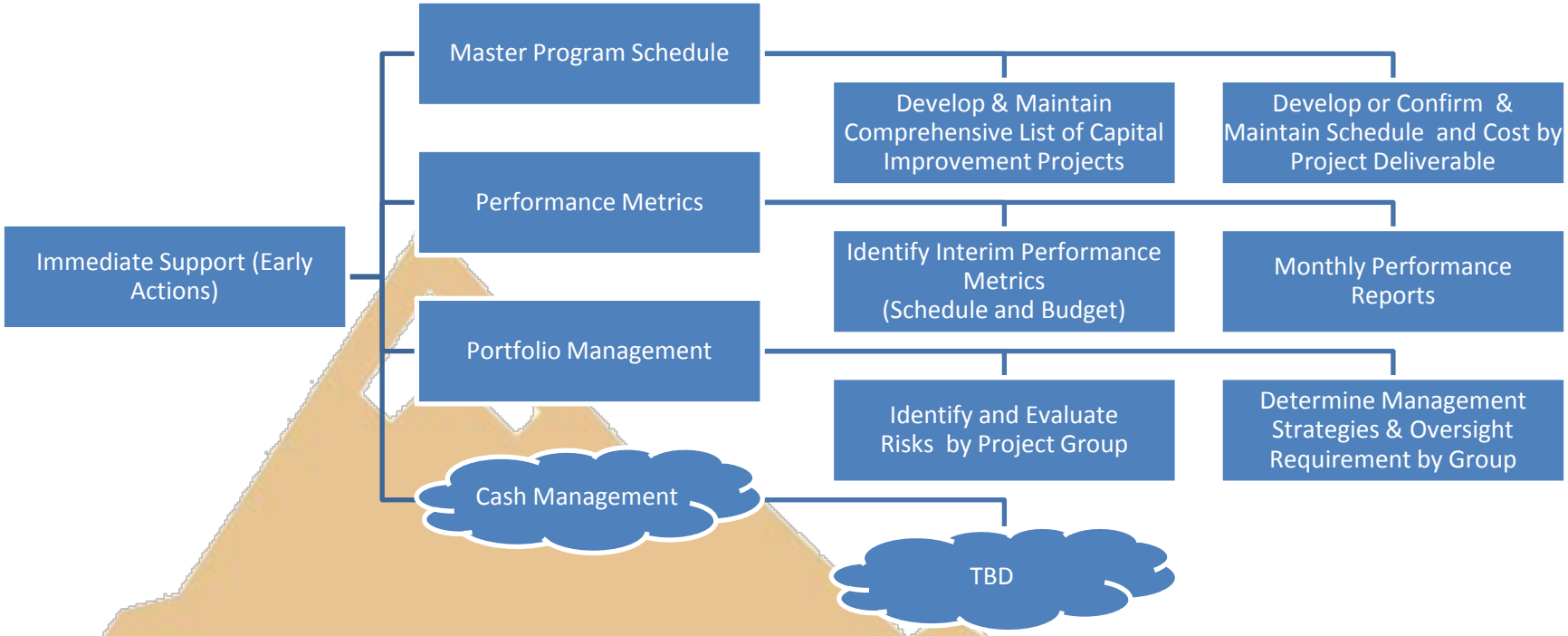
Total Project Conceptual Work Structure



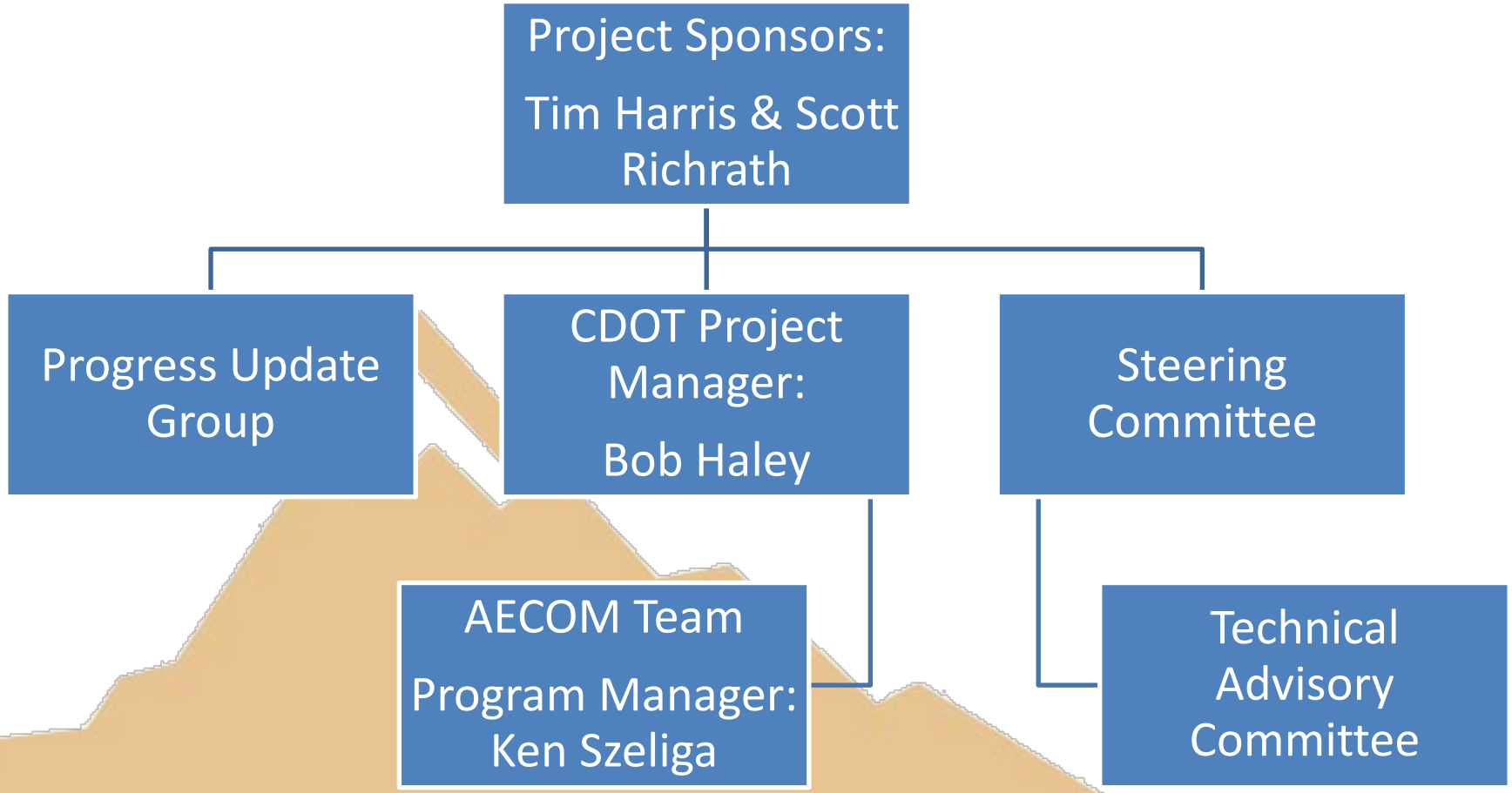
Development of In-House Capability
Conceptual Work Structure



Immediate Support – Early Actions Conceptual Work Structure (Selected)



Organization Chart



Steering Committee

- Tim Harris, Chief Engineer
- Scott Richrath, Chief Financial Officer
- Scott McDaniel, Director of Staff Branches
- Tony DeVito, RTD Region One
- Tom Wrona, RTD Region Two
- Dave Eller, RTD Region Three
- Johnny Olson, RTD Region Four
- Kerrie Neet, RTD Region Five
- Bob Haley, RAMP and Portfolio Project Lead

Technical Advisory Committee

- Ed Archuleta, Region 5 Program Engineer
- Bob Haley, RAMP and Portfolio Project Lead
- Danny Hermann, Region 1 Planning Manager
- Paul Jesaitis, Region 1 Deputy Director Program Delivery
- William Johnson, Transportation Performance Branch Manager
- Jeff Medenwaldt, Region 5 Business Manager
- Charles Meyer, Traffic & Safety Engineering Branch Manager
- Karen Rowe, Region 2 Program Engineer
- Jason Smith, Region 3 Program Engineer
- Corey Stewart, Region 4 Program Engineer
- Richard Zamora, Project Development Branch Manager

Questions?

Thank You!