

**Colorado Department of Transportation  
Efficiency and Accountability Committee**

March 22, 2012 Meeting Minutes

Committee members in attendance:

Jeff Keller, Chairman; Asphalt Paving Company  
Gary Vansuch, Vice Chairman; CDOT Director of Process Improvement  
Maribeth Lewis-Baker, Deputy Chairperson; Free Ride Transit System, Breckenridge  
Heidi Bimmerle, CDOT Division of Human Resources and Administration  
Dave Childs, CDOT Highway Maintenance & Operations  
Solomon Haile, CDOT Engineering  
Bob Sakaguchi, Jacobs  
Kathy Gilliland, Transportation Commission  
Debra Perkins-Smith, CDOT Division of Transportation Development

Staff in attendance:

John Vetterling, in place of Samuel Nnuro; CDOT Audit

**Welcome and approval of agenda**

Committee Chairman Jeff Keller called the meeting to order and asked for the approval of the agenda for the meeting. The agenda was approved.

**Approval of Januray Minutes**

Chairman Jeff Keller asked for approval of the Januray minutes. The minutes were approved.

**Safety Minute**

Dave Childs passed around a handout on commuter safety. There was a gbrief group discussion on commuter safety especially during winter. Dave will talk to Bill Weidenaar about doing the safety minute for April.

**Review of Survey Results**

Gary Vansuch presented the results of the survey regarding committee concerns and presented the A3 process from the Lean approach.

One of the issues the group wanted to take a closer look at was succession planning. Heidi Bimmerle provided an overview of intitatives related to succession planning that are currently occurring at CDOT. The group asked Heidi to provide a presentation on the topic at the Arpil meeting.

The group then took up the topic of streamlining the environmental process. This is a vast topic and a lot of effort has gone into it at the state and federal level. The group asked Debra Perkins-Smith to provide a presentation on efforts to streamline the environmental process at the April meeting.

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There was considerable interest in the issue of water quality at CDOT. There are several current and past initiatives regarding water quality. The group asked Debra to provide a summary of these at the April meeting.

Jeff Keller brought up the issue of CE and indirect rates and transparency in financial reporting. His subcommittee is still looking at the topic, but lacks support from the Budget and finance office since Patrick Byrne left CDOT. Gary will talk to Ben Stein about appointing a replacement for Patrick.

Solomon Haile brought up the issue of different boundaries that CDOT uses. Engineering Districts have different boundaries than Maintenance Sections. There are Planning Regions and other boundaries. These can be confusing to the public and inefficient for CDOT operations. The group requested Solomon to put together a short presentation on the issue for the April meeting.

### **Electronic Bid Plans**

Joe Mahoney, CDOT Facilities Manager, and representatives from Indocs, provided a demonstration on the electronic bid plans that the Department will be using in the future. Joe is planning on rolling the system out on May 1, 2012, and is looking for contractor volunteers. Missouri DOT has been using the same system for five years and now has 55 to 60% online sales. The biggest savings is the elimination of the need to FedEx plan revisions.

### **Contract Improvement Initiative**

Tammy Lang, the CDOT project manager, and Cheryl Wright of CDOT, gave a presentation on the contract improvement initiative at CDOT. Over the past two years CDOT has made a number of changes to streamline and improve contracting processes at CDOT. The primary improvements have been consolidating contract writers in procurement, developing contracts templates with the State Controller, and implementing a contract writing module in SAP. The group was generally pleased with the progress.

### **Old Business**

Scott McDaniels, CDOT director of Staff Branches, discussed funding for access management plans. The group originally requested that CDOT designate \$500,000 in the budget for access management planning. Scott was concerned that, with limited funds, this would put the Commission in a thumbs up-thumbs down position on access management. He suggested funding access management planning through the Region traffic engineering budgets. The group generally concurred as long as education and outreach occurred.

Maribeth Lewis-Baker made note that her latest bus procurement has an \$11,000 price escalation clause with 30 days notice. This comment was in reference to the issue of Pre-Award Authority from the February meeting.

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**Adjourned**

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

Respectfully submitted by John Vetterling for Samuel Nnuro, Committee Secretary.

**Action Items for Next Meeting**

1. Gary Vansuch will talk to Ben Stein about appointing a replacement for Patrick Byrne;
2. Dave Childs talk to Bill Weidenaar about presenting the safety minute at the April meeting;
3. Heidi Bimmerle will prepare a presentation on succession planning initiatives at CDOT for the April meeting;
4. Debra Perkins-Smith will prepare a presentation on efforts to streamline the environmental process at CDOT;
5. Debra Perkins-Smith will prepare a presentation on water quality initiatives at CDOT;
6. Solomon Haile will prepare a presentation on the various boundaries that affect CDOT business;