8:30 - 8:35am – ACEC Welcome - Mac Cannon, Executive Director
- James Thomas, VA Transportation Subcommittee Chair

8:35 - 8:45 – VDOT Welcome - Terry Yates, LAP Manager (VDOT NOVA Dist.)

8:45 - 9:00 – Dashboard Scores: Bill Cuttler, NOVA District Construction Engineer

9:00 - 9:15 – Oversight Charges / NVAP: Lloyd Arnold, Local Assistance Manager
(VDOT Central Office - Local Assistance Division)

9:15 - 9:30 – LAP-MAP / Scoping phase / Dashboard / Late Activity Report:
Amir Salahshoor, LAP Assistant Manager (VDOT NOVA Dist.)

9:30 - 9:45 – Dashboard on FCDOT LAP Projects: Todd Minnix, Chief Transportation
Design Division (Fairfax County DOT)

9:45 - 10:00 – NVAP: Sherry Eagle (VDOT - Central Office Construction)

10:00 - 10:15 – Construction Contract - Contract Tools: Denise Cantwell, Project
Control Manager (VDOT - NOVA District Construction)

10:15 – 10:45 – Panel Discussion and Closing Remarks
Speaker

VDOT NOVA District
Terry Yates, LAP Manager
ACEC/VDOT/LOCALITIES PARTNERSHIP

Introduction

Terry Yates

August 1, 2020
60%-70% of projects in NOVA are administered by local governments through the Local Assistance Program.

LAP Development
167 active projects currently in design with a total value of $1.297B

58 active projects currently in construction with a construction value of $139.5M

NOVA Local Assistance January 2020
VDOT LAP Forum

Speaker

VDOT NOVA District

Bill Cuttler, NOVA District Construction Engineer
ACEC/VDOT/Localities Partnership: Dashboard Results

Bill Cuttler, PE
District Construction Engineer
Northern Virginia District VDOT
Dashboard is very important to us
## District Performance Report

<table>
<thead>
<tr>
<th></th>
<th>Target</th>
<th>Bristol</th>
<th>Culpeper</th>
<th>Fredericksburg</th>
<th>Hampton Roads</th>
<th>Lynchburg</th>
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<th>Richmond</th>
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# Project Development

## Development On-Time %

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<th>Culpeper</th>
<th>Fredericksburg</th>
<th>Hampton Roads</th>
<th>Lynchburg</th>
<th>Northern Virginia</th>
<th>Richmond</th>
<th>Salem</th>
<th>Staunton</th>
<th>Central Office</th>
<th>Statewide</th>
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<tr>
<td>VDOT</td>
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<td>60.0 %</td>
<td>90.0 %</td>
<td>87.5 %</td>
<td>66.7 %</td>
<td>80.0 %</td>
<td><strong>90.9 %</strong></td>
<td>88.2 %</td>
<td>77.8 %</td>
<td>90.9 %</td>
<td>0.0 %</td>
<td>79.4 %</td>
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<tr>
<td>Local</td>
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<td>70.6 %</td>
<td>36.4 %</td>
<td>42.9 %</td>
<td>65.9 %</td>
<td>94.7 %</td>
<td><strong>49.1 %</strong></td>
<td>70.6 %</td>
<td>82.1 %</td>
<td>66.7 %</td>
<td>0.0 %</td>
<td>65.7 %</td>
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<tr>
<td>Total</td>
<td>70.0 %</td>
<td>65.6 %</td>
<td>61.9 %</td>
<td>66.7 %</td>
<td>66.1 %</td>
<td>88.2 %</td>
<td><strong>61.3 %</strong></td>
<td>75.0 %</td>
<td>80.0 %</td>
<td>77.6 %</td>
<td>0.0 %</td>
<td>70.9 %</td>
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## Development On-Budget %

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<tr>
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<td>81.8 %</td>
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<td>Local</td>
<td>58.5 %</td>
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<tr>
<td>Total</td>
<td>65.3 %</td>
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## Project Count by District

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<td>49</td>
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## Project Delivery

### Delivery On-Time %

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<tbody>
<tr>
<td>VDOT</td>
<td>77.0%</td>
<td>88.2%</td>
<td>100.0%</td>
<td>100.0%</td>
<td>85.0%</td>
<td>91.7%</td>
<td><strong>90.6%</strong></td>
<td>76.5%</td>
<td>84.7%</td>
<td>97.2%</td>
<td>88.8%</td>
</tr>
<tr>
<td>Local</td>
<td>77.0%</td>
<td>78.9%</td>
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<td>80.0%</td>
<td>39.5%</td>
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<td><strong>40.6%</strong></td>
<td>56.7%</td>
<td>30.3%</td>
<td>73.3%</td>
<td>52.2%</td>
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<td>Total</td>
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<td>84.9%</td>
<td>89.3%</td>
<td>94.7%</td>
<td>54.0%</td>
<td>82.5%</td>
<td><strong>65.6%</strong></td>
<td>67.2%</td>
<td>65.2%</td>
<td>90.2%</td>
<td>73.0%</td>
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</tbody>
</table>

### Delivery On-Budget %

- **Northern Virginia**
  - VDOT: 90.6%
  - Local: 81.3%
  - Total: 85.9%

### Project Count by District

<table>
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<tr>
<th>District</th>
<th>Administered By</th>
<th>On-Time (G &amp; Y)</th>
<th>On-Budget (G)</th>
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<td>Northern Virginia</td>
<td>13</td>
<td>26</td>
<td>32</td>
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- **Northern Virginia**
  - On-Time: 29
  - On-Budget: 29
  - Total Projects: 32

- **Northern Virginia**
  - On-Time: 42
  - On-Budget: 55
  - Total Projects: 64

Fiscal Year: FY2020
VDOT-Administered Construction
Northern Virginia District

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<th>Year</th>
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<td>2015</td>
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<td>60</td>
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<tr>
<td>2018</td>
<td>84</td>
<td>60</td>
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<td>2019</td>
<td>92.5</td>
<td>70</td>
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<tr>
<td>2020</td>
<td>90.6</td>
<td>72</td>
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</table>
We are committed to improving Dashboard scores.

The result is not in question. The path we take will determine how long until we get there.
VDOT LAP Forum

Speaker

VDOT Central Office - Local Assistance Division
Lloyd Arnold, Local Assistance Manager
VIRTUAL ACEC / NOVA DISTRICT LOCAL ASSISTANCE LOCALITY TRAINING DAY

Local Assistance Division
Locally Administered Projects

Lloyd B. Arnold, PMP, SSGB/Lean

August 20, 2020
Discussion Topics

Development

- VDOT Dashboard / LAP Scorecard
- Using Data Science to Improve VDOT Oversight Estimate Tools
- Relationship of NVAP and VDOT Dashboard
- ProjectWise Deliverables Management Pilot Overview
- Upcoming LAP Manual Updates
• Opportunities to Improve Dashboard Performance / LAP Scorecard
• Schedule Template and Update Training on YouTube
• Webinar on Scheduling Tips for Localities / Consultants (TBD)
Dashboard Performance / LAP Scorecard

- **District**: Northern Virginia
- **Jurisdiction**: All
- **Administered By**: Locally

<table>
<thead>
<tr>
<th>District</th>
<th>Jurisdiction</th>
<th>Administered By</th>
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<tbody>
<tr>
<td>Northern Virginia</td>
<td>All</td>
<td>Locally</td>
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</table>

- **Total Projects**: 143
- **Projects On-Time**: 71
- **Projects On-Budget**: 90

**Active Projects Current Status**

**On-Time Project Development Performance**

**On-Budget Project Development Performance**

**Projects Due by Month**

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<th>Reason</th>
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<th>Reason</th>
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<td>100422</td>
<td>REBUILDING MT. VERNON TRAIL PARALLEL TO ABINGDON DRL</td>
<td>R</td>
<td>Project estimate is less than $5M and is 20% or more over budget</td>
<td></td>
<td>Start Development milestone is 281 days past the expected completion date</td>
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<td>101302</td>
<td>Conner Drive - Extension</td>
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<td>Project estimate is less than $5M and is 20% or more over budget</td>
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<td>Complete Purchasing Right-Of-Way milestone is 464 days past the expected completion date</td>
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<td>101305</td>
<td>HIRST ROAD - SAFETY IMPROVEMENTS</td>
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<td>Project estimate is less than $5M and is 20% or more over budget</td>
<td></td>
<td>Start Delivery milestone finished 213 days early</td>
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Virtual ACEC / NOVA District Local Assistance Locality Training Day 8/20/2020
Using Data Science to Improve VDOT Oversight Estimating Tools

• VCU Predictive Modeling Effort
• Revamp of Oversight Cost / Risk Matrix
  LAP Manual Chapter 9 &13
• Oversight and Services on Appendix A
Relationship of NVAP and VDOT Dashboard

- Dashboard Delivery directly connected to NVAP fields
- Locality responsible for updating / with VDOT assistance
FY2021 Dashboard Performance
Locally Managed Projects All Districts

ON-TIME PERFORMANCE

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<td>12M</td>
<td>6</td>
<td>$12M</td>
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<td>Green</td>
<td>75</td>
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<td>Total</td>
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<td>28</td>
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(Target: 77% of Projects Complete Delivery Phase On-Time)

ON-BUDGET PERFORMANCE

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<td>188M</td>
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<tr>
<td>Total</td>
<td>96</td>
<td>28</td>
<td>124</td>
<td>$214M</td>
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</table>

(Target: 85% of Projects Complete Delivery Phase On-Budget)
ProjectWise Deliverables Management Pilot Overview

- Hampton Roads Pilot Completed
- Localities will use ProjectWise to upload project submittals
- Planning roll-out statewide - TBD
LAP Manual Updates

Development ➔ Delivery

• The primary source of guidance for local governments in Virginia administering locally administered projects

• Next Update Chapter 13 – Construction Administration

• Late Fall 2020
Links Mentioned in the Presentation

- VDOT Dashboard Performance / LAP Scorecard
  - https://app.powerbigov.us/groups/me/apps/49c8f168-010b-406e-bdb8-829cb83c9572/reports/7ba8db4e-65d9-4e6f-ba65-2cc4d47e3f7b/ReportSection7b6a1d79c5c24c0eaa97

- Schedule Template and Update Training on YouTube
  - https://www.youtube.com/watch?v=cjdAa8xs5xM

- Schedule Template Modifications for LAP Projects PowerPoint

Virtual ACEC / NOVA District Local Assistance Locality Training Day 8/20/2020
Questions
Contact Information

Lloyd B. Arnold, PMP, Lean/SSGB, DTM | Manager
Locally Administered Projects | Local Assistance Division | VDOT
Lloyd.Arnold@VDOT.Virginia.gov
Office 804.371.4870
VIRGINIA DEPARTMENT OF TRANSPORTATION
Local Assistance Projects

Lloyd B. Arnold, PMP, SSGB/Lean

August 20, 2020
Speaker

VDOT NOVA District
Amir Salahshoor, LAP Assistant Manager
LOCALITY TRAINING

NOVA DISTRICT - LOCAL ASSISTANCE

Northern Virginia District
Local Assistance Program

Amir Salahshoor, PE
Assistant Manager – NOVA Local Assistance Section

August 2020
LOCALITY TRAINING

NOVA DISTRICT - LOCAL ASSISTANCE

1. Dashboard – Overview of 10 Tracked Activities
2. Sample Late Activity Report
3. Tools Available to assist … LAP-MAP
4. Brief overview of LAP-MAP
5. Scoping Process … most important part of any Projects
Dashboard 4.0 Monitored Tasks (VDOT and Local)

Task Number – Description
- 10 - Project Agreement
- 12 - Authorize PE
- 22 - Project Scoping
- 47 - Approve Willingness
- 49 - Adopt Location/Design
- 52 - Authorize RW and UT Funds
- 69 - Acquire RW
- 70 - Obtain Environmental Permits
- 67U - Utility Relocation by Others
- 80 - Advertise Project
- 84 - Award Contract

Dashboard ...
Sample … Late Activity Report

- Late Activity Report to discuss at Locality Coordination Meetings

<table>
<thead>
<tr>
<th>No.</th>
<th>UPC</th>
<th>DESCRIPTION</th>
<th>PM/PC</th>
<th>JURISDICTION</th>
<th>ADMINIST ERED</th>
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<td>9/15/20</td>
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# 7-17-20, RU Schedule R/G - Task 52 - 10-2020 Budget G/G - Project is on budget/Revenue
Sharing funded project. City reported that the project will be moving to ROW phase.

# 6/21/2020 - RU Schedule R/G by Nov 2020, Act 52 Budget G/G - On Budget Scoping was
closed in January 2020. 60% Plan Design comments were provided to the City of
Manassas/Consultant in Feb 2020. City has pending request for VDOT to administer the
project since March 2020. City is looking at Public Involvement process and District staff is
working on transition.
Tools available … LAP-MAP

• What is LAP-MAP?

• LAP-MAP … two sections

• Project Selector & flow-charts
LAP-Map Consists of 2 Sections:

- **Section 1**: Project Selector (Excel base)
- **Section 2**: Project Process Flowchart specific to each project type (Developed in Visio and save as Adobe)
What is LAP-Map??

- Intelligent Navigational Tool … flowchart-based
- Maps out the required Project Milestones / Tasks automatically
- From start to finish
- Hyperlinks provided with a quick access to information for a particular topic
<table>
<thead>
<tr>
<th>Project Process Type</th>
<th>Details</th>
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<td>Federally Funded, Tier 1, DBB, VDOT Maint., Non-NHS</td>
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Scoping

• When?

• Formal Scoping and coordination with VDOT is strongly encouraged for all Projects regardless of Funding types.
Scoping ....

- Scoping is first major project development phase milestone.
- It should be attended by (Project Team)
- LPA PM, VDOT PC, appropriate LPA support staff, VDOT Subject Matter Experts (SME) and Consultant. All projects
- Consider the accommodations of bicycle and pedestrians at the scoping phase (CTB policy approved March 18, 2004.)
Scoping … few items to include

• Define project limits
• Finalize Purpose and Need of project.
• Identify project risks …. may want to develop risk mitigation.
• Determine the level of Citizen Involvement and level of NEPA documentation.
• Design standards to be used and potential DW or DE
• Project Delivery method
• Drainage Concepts
• Keep in mind Scoping ends by completion of 30% Design/PFI
Scoping ... Dashboard

• Project Schedule
  • All projects have a schedule in PWA (Project Web Application).
  • At project initiation, appropriate PWA Template gets selected ... review by LA & LPA prior publishing in PWA

• Refine Schedule & Estimate – It is very important to finalize/modify the project schedule as necessary before completion of Scoping (Start of Baseline # 2)
Scoping

• Two way to submit your Scoping Report
  1. Use PM-100 form
  2. Use NOVA short Scoping / Charter form
Questions

Amir Salahshoor, P.E.
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Speaker

Fairfax County DOT

Todd Minnix, Chief Transportation Design Division
VDOT/ACEC
LAP Workshop

August 20, 2020
W. Todd Minnix, PE
Chief, Transportation Design Division
Fairfax County Dept. of Transportation
Topics for Today

• Overview of FCDOT Dashboard Performance
  – Project Development
  – Project Delivery

• Methods for Improving Performance
  – Project Development
  – Project Delivery

• Lessons Learned
FCDOT Dashboard Performance
Project DEVELOPMENT – ALL Fiscal Years
As of 8/19/2020

ON-TIME PERFORMANCE

- Target: 70% of Projects Complete Development Phase On-Time

ON-BUDGET PERFORMANCE

- Target: 74% of Projects Complete Development Phase On-Budget

Department of Transportation
FCDOT Dashboard Performance

Project DEVELOPMENT – FY2020

As of 8/19/2020

---

**ON-TIME PERFORMANCE**

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<th>Status</th>
<th>On-Time Count</th>
<th>Active Budget</th>
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(Target: 70% of Projects Complete Development Phase On-Time)

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**ON-BUDGET PERFORMANCE**

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(Target: 74% of Projects Complete Development Phase On-Budget)

---

**Fiscal Year**

| FY2020

---

**District**

| Northern Virginia

---

**Residency**

| All

---

**City/County**

| Fairfax County

---

**Road System**

| All

---

**Accomplishment**

| All

---

**Scope of Work**

| All

---

**Description**

| All

---

**Project Status**

| All

---

**State of Good Repair**

| All

---

**Smart Scale**

| All

---
FCDOT Dashboard Performance

Project DELIVERY – ALL Fiscal Years

As of 8/19/2020

PROJECT DELIVERY OVERVIEW

ON-TIME PERFORMANCE

- 77% On-Time (Green + Yellow)
- 44% 8 of 18 On-Time (Green + Yellow)

ON-BUDGET PERFORMANCE

- 85% On-Budget (Green)
- 77% 14 of 18 On-Budget (Green)

(Target: 77% of Projects Complete Delivery Phase On-Time)

(Target: 85% of Projects Complete Delivery Phase On-Budget)

Department of Transportation
County of Fairfax, Virginia

FCDOT Dashboard Performance

Project DELIVERY – FY2020

As of 8/19/2020

PROJECT DELIVERY OVERVIEW

ON-TIME PERFORMANCE

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(77% of Projects Complete Delivery Phase On-Time)

ON-BUDGET PERFORMANCE

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(85% of Projects Complete Delivery Phase On-Budget)
Project Development

• Project Schedule(s)
  – VDOT Templates
  – Coordinate early w/PC prior to establishing Baseline Schedule 1 (thru Scoping – Activity 22)
    • Coordinate/agree to schedule during Project Agreement process (Activity 10) or Prior to PE Authorization (Activity 12)
    • Pre-Scoping Activities Required/Needed?
      – Feasibility/Alternative Analysis?
    • Consultant Procurement – On-Call or Solicitation needed?
    • Survey/Traffic Analysis/Utility Designation – Notifications!
    • Environmental - Initial Environmental Review (IER)/NEPA Concurrence
  • Public Involvement needs
Project Development

• Project Schedule(s)
  – Baseline 2 – through Bid Advertisement/Award (Activity 80/84)
    • Coordinate w/PC prior to close of Scoping
    • Coordinate with/Brief Supervisor as needed
    • Additional requirements identified/needed?
      – Noise Study, Environmental Permits, etc.
      – Potential Utility Impacts Identified
      – Other project specific Issues/requirements
        » Lighting, architectural treatments, landscaping, stormwater management, maintenance issues
Project Development

• Project Schedule(s)
  – Baseline 2 (cont.) – RW Phase (Activities 69, 69U)

• Coordinate with/brief Supervisor(s) early!
  – Will Supervisor support Eminent Domain if needed/required?
  – What is ‘minimum’ time to allow for negotiations prior to moving forward with Eminent Domain
  – What level of Public Involvement do they want/desire? Is it more than what is required?
Project Development

• Project Schedule(s)
  – Baseline 2 RW/Util. (cont.)
    • Utilities
      – Establish and maintain working relationships with Utility company staff
      – Continual/Persistent Communication
    • Start Bid Document Preparation early
      – Can you advertise while utility relocation is still ongoing?
Project Development

• General
  – Project Update Request Form(s)
    • Submit at each plan development milestone (30%, 60%, 90%, Final), as appropriate
  – Monthly VDOT LAP/FCDOT Coordination Meeting
    • Late Activity Report
    • Project Development Issues (General and Project Specific)
    • Project Agreements – Appendix A’s, Maintenance, etc.
      – Updates, funding transfers, etc.
  – Monthly Internal Project Status Meeting
  – Communication with PC is essential through entire process
Project Development

• Tools to Improve Performance
  – Project Schedule(s)
    • LAP MAP/VDOT LAP Schedule Tool
    • Internal Schedule vs. VDOT/LAP Schedule
  – Programmatic Waiver for Buffer Strips
  – VDOT/FCDOT sharing development/delivery responsibilities (requires an agreement)
    • FCDOT Acquires RW for VDOT Signal Rebuild project
    • FCDOT manages PE/RW; VDOT manages CN
  – Bulk Nutrient Credit Purchase
    • Transfer to VDOT upon Completion of project
Project Development

• Tools to Improve Performance
  – Land Use Permit (LUP)
    • Countywide Permit for Bus Stops/Sidewalks/Trails
    • Limited Scope
  – Delegation of Signature/Approval Authority
    • Eliminates/reduces Administrative time frame for various approvals (Contracts, Task Orders, Change Orders, etc.)
Project Delivery

• General
  – Plan Ahead!
    • Update/Estimate Construction Duration/Contract Time at each major milestone
    • Allow time for Bid Document Review/Approvals by VDOT prior to Bid Advertisement – 30-90 days
    • Allow time for Contract Award Approval/Appendix A update at Award – up to 60 days, more if App. A update needed.
  – Prepare/Develop standard Construction bid document templates
  – NVAP Updates – enter correct information!
    • Contract Acceptance Date – allow time for VDOT inspections particularly if structures/signals are involved
Project Delivery

• General (cont.)
  – Construction QA/QC/QAM
    • On-Call Consultant Contract(s) for CEI
    • In-Plant Inspections
  – Project Closeout
    • As-Builts (particularly for BMP’s)
    • Video Inspection of UD’s/Storm Drains
    • Documentation - Materials Book (C-25), TL-131, etc.
    • Final C-5
    • NVAP Update – Account for Quantity Overruns/Underruns and Change Orders
    • Land Use Permit Release
Lessons Learned

• On-Call Consultants – Design and CEI
  – Select firms that have experience with VDOT and specifically the LAP Process requirements
• Know your project Finances
• Know your LAP Schedule Milestones
  – Coord. w/PC at prior to and at each milestone
• Update Total Project Estimate (TPE) and Schedule(s) on a regular basis
  – Project Update Summary Form
  – Additional Funding needed/Appendix A updates?
Lessons Learned

• Plan Ahead
  – Be Proactive
    • Example: Plan/schedule Appendix A and funding updates to coincide with City/County Budget Cycle(s)
  – Know your Board Schedule
    • No meetings in August?
  – Know your Board’s/Supervisor’s policy on Eminent Domain
  – Start on the Right Foot w/Baseline 1
Lessons Learned

*The Mountain is NOT insurmountable*
Lessons Learned

The Mountain is NOT insurmountable
VDOT LAP Forum

Speaker

VDOT Central Office Construction
Sherry Eagle, Locally Administered Projects
Non-VDOT Administered Projects (NVAP)
NVAP – NON VDOT ADMINISTERED PROJECTS

Within 10 business days after the Notice to Proceed is issued, localities must enter the following information directly in NVAP:

- Type of Work (drop down menu)
- Construction Company
- Original Contract Completion Date
- Current Contract Completion Date
- Contract Award Amount
- Current Contract Amount
- Cost of Work to Date
NVAP – NON VDOT ADMINISTERED PROJECTS

Project Completion, localities must update the following information directly in NVAP:

• Cost of Work to Date
• Contract Acceptance Date

NOTE: Once the contract acceptance date is entered, the cost of work to date can not be updated and the project will be marked completed.
NVAP – NON VDOT ADMINISTERED PROJECTS

Most common errors:

• Original Completion Date
  • This is the final completion date that is listed in the contract and/or NTP. We see a lot of localities enter the substantial completion date.

• Contract Acceptance Date
  • This is the ending C-5 Date. We see a lot of localities enter this as the date the contract was signed with the contractor.
Within 10 business days after the Notice to Proceed is issued, localities must enter the following information directly in NVAP:

- Type of Work
- Construction Company
- Original Contract Completion Date
- Current Contract Completion Date
- Contract Award Amount
- Current Contract Amount
- Cost of Work to Date

### Field Name

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<th>Field Name</th>
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<tr>
<td>Type Of Work</td>
<td>Select from dropdown menu.</td>
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<tr>
<td>Construction Company</td>
<td>Contractor awarded the contract.</td>
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<td>Original Contract Completion Date</td>
<td>Project construction completion date specified on awarded contract.</td>
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<tr>
<td>Current Contract Completion Date (*Monthly)</td>
<td>Original contract completion date plus any approved time modifications due to change orders</td>
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<tr>
<td>Contract Acceptance Date</td>
<td>Ending C-5 Date (all punch list items should be completed as well as the final inspection prior to this date). C-5 should be signed by the locality and VDOT project coordinator.</td>
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<tr>
<td>Contract Award Amount</td>
<td>The amount of the contract value awarded to the contractor. This is the amount on the executed contract. (does not include CEI or contingencies)</td>
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<tr>
<td>Current Contract Amount (*Monthly)</td>
<td>The contract award amount plus any approved modifications due to change orders</td>
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<tr>
<td>Cost of Work To Date (*Monthly)</td>
<td>Total amount of all approved contractor expenditures / invoices since the award of the contract.</td>
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Monthly: localities must update the following information in NVAP:

- Current Contract Completion Date
- Current Contract Amount
- Cost of Work to Date
- Include any comments to describe project delays or increases to contract amount since last monthly update.

Project Completion: localities must update the following information in NVAP:

- Cost of Work to Date
- Contract Acceptance Date

NOTE: Once contract acceptance date is entered no additional updates will be allowed.

For more information please see:

NVAP Users Guide
LINKS

NVAP GUIDE:

LOCALITY JOB AID:
Questions
Big Picture Goals

Deliver transportation related projects to the public in a timely manner [largest driver of Public Satisfaction] AND within budget

Attract quality contractors for competitive bids

Ability for winning contractor to make a fair profit
Administer Contracts Consistently

Maximum fixed durations between Bid Letting, Contract Execution and Notice to Proceed (NTP)

* Delayed NTP can be used when appropriate, **but** it needs to be included in the bid documents

Contractors know
1. How long they must hold bid prices; material escalation, etc.
2. Where the job falls on their overall schedule; proper resource planning

“CD” is calendar days
### Project Contract Durations Reasonably

Deliver the project in a reasonable timeframe

<table>
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<th>Working Day</th>
<th>vs.</th>
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<tr>
<td>Calculates number of days needed to complete the work</td>
<td></td>
<td>Calculates number of days needed to complete the work AND places those days on a calendar to include reasonable work hours, expected weather conditions, holidays, landscaping requirements, etc.</td>
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<tr>
<td>Usually assumes a typical work week</td>
<td></td>
<td>Contract allows for schedule impact process that can provide contractor additional time</td>
</tr>
<tr>
<td>Any day deemed not workable is not deducted from total working days available to contractor</td>
<td></td>
<td>Conveys a timely delivery is important</td>
</tr>
<tr>
<td>Can convey that completion is not as important as other factors</td>
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<td>Less flexibility to owner</td>
</tr>
<tr>
<td>Provides maximum flexibility to owner</td>
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Project Contract Durations Reasonably (cont.)

Contract Time Determination Reports (CTDRs)

Part I: Duration based on scope of work
Part 2: Duration for closeout activities

PWA durations vs. Contract durations
Additional Ideas

Consider incentives/disincentives on Substantial Completion

VDOT User Cost Analysis

CEI Cost Savings

Duration based on scope

Substantial Completion

$1000/day for max of 30 days

30 - ? CD

Project Complete

C-5 Ending CONTRACT Completion in NVAP

NTP

Duration based on scope

Substantial Completion

30 - ? CD

NTP
Additional Ideas (cont.)

Involve construction staff throughout the project development process

Contact Information

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VDOT NOVA Project Controls Manager
denise.cantwell@vdot.virginia.gov
Individual Speaker Presentations Completed

Panel Discussion Up Next: moderated by James with ACEC/MW