

LOCALLY ADMINISTERED PROJECTS “SURVEY TID-BITS”

In an effort to better serve our customers and to implement VDOT’s recently adopted Locally Administered Programs and Projects Policy, VDOT surveyed our major stakeholders: Local Governments, VDOT Project Coordinators, and Consultants to Local Government. The responses received from the surveys will be very useful as we continue to refine our program guidance.

We received valuable information from the following customers:

- Local Governments (48 Responses)
- VDOT Project Coordinators (33 Responses)
- Consultants to Local Governments (21 Responses)

Questions were developed with the intent of trying to identify:

- Major Issues / Areas to Focus Guidance and future efforts
- Trends with issues – good and bad (what are we doing well and not-so-well)
- Likes/Dislikes & recommendations regarding guidance

Themes/Major Points Identified in the Survey Results:

- VDOT Project Coordinators are available and accessible to local governments and their consultants (VDOT staff seem willing to help).
- Clarification on the responsibilities of VDOT (in general), the VDOT Project Coordinator, and the Local Governments is needed.
- VDOT review times for local government submittals are unpredictable – Local Governments would like more transparency regarding what VDOT is doing so that they can better establish project schedules.
- VDOT’s expectations and processes need to be clear and communicated better. VDOT should distinguish between regulatory requirements and recommendations.
- More training from VDOT and FHWA is necessary.
- A streamlined process for smaller, simpler, low risk projects is needed.
- Our customers would like to see a list of VDOT and Locality Responsibilities (in the Guide)
- Our customers would prefer information in the *Guide for Locally Administered Projects* be presented in the form of:
 - List of Locality/VDOT Responsibilities

What are we (VDOT) doing?

- Developing a more robust, detailed Guide to Locally Administered Projects that will include VDOT Project Coordinator responsibilities, clarified submission requirements, review times, identification of and distinction between legal requirements and best management practices
- Facilitating stakeholder forums – with local government CEO’s, Public Works Directors, and Project Managers
- Partnering with FHWA to perform a Process Review of VDOT’s locally administered projects program

Each survey summary can be found on the following links:

[Local Government Survey Summary](#)

[Consultant Survey Summary](#)

[VDOT Survey Summary](#)