VDOT Business Plan
Local Assistance Division Action Item

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Local Projects
Local Assistance Division

May 26, 2016
Began in FY2015:

“Establish a District Local Projects Advisory Group to complement the Local Project Stakeholders Group and establish a joint subcommittee from both groups to identify strategies for improving local project delivery”
Continues in FY2016:

“The District Local Projects Advisory Group will work with the Local Assistance Division to lead the implementation of strategies previously identified to improve local project delivery”
Strategies Identified:

1) Strengthen project scheduling and accountability for project timelines
   a) Develop a Schedule Template for Local Government use
   b) Implement Hampton Roads District Tracking Database
   c) Include a Project Delivery Plan as a part of the RtA

2) Implement District Locality Days

3) Develop a “LAP Starter Pack” (quick-start guide to local project administration)
Strategies Identified (continued):

4) Streamline Procurement
   a) Consultants
   b) Contractors

5) Local government access to VDOT applications

6) Improve consistency among VDOT project coordinators
   a) Knowledge and application of policy statewide
   b) Clarification/identification of VDOT roles
   c) Resource/workload alignment

7) Continue Local Government Stakeholder Groups
VDOT Business Plan – LAD Action item

Major Accomplishments:

7-2014 Establish District Advisory Group
2-2015 Establish Joint Subcommittee
4-2015 Extend password expiration for local government accounts
7-2015 Finalize Strategies
9-2015 Roll-out LAP schedule template
2-2016 Identify options for streamlining consultant procurement
3-2016 Implement tools to facilitate District Locality Days
3-2016 Initiate pilot district testing of the HRD database
5-2016 Draft LAP Starter Pack under review

Ongoing: Meet with Local Government Stakeholders groups
And extends into FY2017:

“The District Local Projects Advisory Group will continue to work with the Local Assistance Division to lead the implementation of strategies previously identified to improve local project delivery”
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