Urban Construction Initiative (UCI) Goals
Strategic Plan - Update
FY2016 and FY2017

STRATEGIC – Long term impact on the direction of the program

■ REVISE GUIDANCE DOCUMENTS
  - **Incorporate UCI Project Development into LAP Manual**
    □ **Task Leads:** Yolanda Newton / John Simmers
    □ **Definition:** Begin phasing out the UCI Guide and will incorporate UCI project development items into LAP Manual and UCI policy and program areas into Urban Manual.
    □ **Why this is important:** Incorporating the UCI Guide into the LAP Manual will allow VDOT Project Coordinators and Locality Project Managers a single resource for all project development activities and deliverables. This will also allow a single resource, the Urban Manual, for all policy and program information for the Urban Program.
    □ **Status:** Complete

■ ESTABLISH THE DISTRICT LOCAL PROJECT TEAMS
  □ **Task Leads:** Todd Halacy/Lamont Benjamin
  □ **Definition:** Establish District Local Project Teams. These will consist of technical representatives in the VDOT Districts.
  □ **Why this is important:** To develop District teams that are familiar with current UCI guidelines in order to provide consistent timely reviews and building a rapport with local PM’s to help achieve project success.
  □ **Status:** Added to VDOT’s Business Plan

■ TRAINING
  □ **Task Leads:** Yolanda Newton / Workgroup / Penny Forrest
  □ **Definition:** Establish and implement a training schedule for UCI participants on an annual basis.
  □ **Why this is important:** Proper understanding leads to expedited processes, from design consultant pre-award audit to construction closeout. Develop 3-yr training plan.
  □ **Status:** Ongoing

■ ACCOMPLISHMENT DOCUMENT (**NEW:** Expand goal to include Website)
  □ **Task Leads:** Dan Blackburn/David Cubbage – need new task leaders
  □ **Definition:** Prepare a document that lists all of the accomplishments (project and program level) of the UCI Program since the program was established in 2003. Also location on our UCI website to include a list of UCI accomplishments. This would include completed goals, etc…
  □ **Why this is important:** Will assist VDOT and Local staff in briefing Executive Management on the accomplishments and value of the UCI program since established in 2003.
  □ **Status:** Pending

PROGRAMMATIC – Changes to the programs to increase efficiency and effectiveness of our programs

■ MODIFIED PROGRAMMATIC AGREEMENT (**NEW**)
COMPLETENESS REVIEW CHECKLIST
☐ Task Leads: Angela Rico/ John Yorks/ Michael Fulcher
☐ Definition: Create comprehensive checklist for right of way and construction phase submittals that outline the minimal submittal requirements
☐ Why this is important: To ensure localities submit all items in one package that VDOT needs to authorize approvals. This will assist with streamlining reviews and ensure consistency statewide.
☐ Status: Complete

UCI CERTIFICATION GUIDE
☐ Task Leads: Yolanda Newton/David Jarman
☐ Definition: Continue to establish processes and tools for localities that are members of the UCI Certification program.
☐ Why this is important: UCI still the “cutting edge” of local programs with the UCI Certification Program remaining a priority and the ultimate implementation of the “risk based approach”. Because of this new way of doing business, we need to establish internal documentation for the changes to processes and checklists under certification and to continue to look for opportunities to streamline.
☐ Status: Ongoing

REVISIT UCI PROGRAM (NEW)
☐ Task Leads: Workgroup (assign a team leader)
☐ Definition: Streamline and gain efficiencies and determine how to improve engagement on all aspects of UCI not just construction side (urban in general)
☐ Why this is important: To continue to gain involvement in the program and improve benefits for UCI localities. Now that urban formula funds are being transitioned to the new State of Good Repair program, develop a list of state funds UCI localities can receive in advance.
☐ Status: Not started