

Right of Way Permitting and Project Development Management System

FY2002 Request: \$318,500
Reference No: 33910

AP/AL: Allocation **Project Type:** Information Systems
Category: Transportation
Location: Statewide **Contact:** Mike Downing
House District: Statewide (HD 1-40) **Contact Phone:** (907)465-2960
Estimated Project Dates: 07/01/2001 - 06/30/2006
Appropriation: Surface Transportation Program

Brief Summary and Statement of Need:

The first portion involves streamlining the Department's permitting processes, and moving to a web-based application system; this portion of the project is well underway. The second portion involves the management of the state's right of way during project development. This segment of the project involves improving the Department's processes for right of way project development, and then automating many of those processes. The system will allow for electronic management of information, and electronic movement of workflow. It will allow better management of our increasing federally-funded capital projects, both for highways and aviation.

Funding:	FY2002	FY2003	FY2004	FY2005	FY2006	FY2007	Total
Fed Rcpts	\$318,500						\$318,500
Total:	\$318,500	\$0	\$0	\$0	\$0	\$0	\$318,500

<input checked="" type="checkbox"/> State Match Required	<input checked="" type="checkbox"/> One-Time Project	<input type="checkbox"/> Phased - new	<input type="checkbox"/> Phased - underway	<input type="checkbox"/> On-Going
9% = Minimum State Match % Required		<input type="checkbox"/> Amendment	<input type="checkbox"/> Mental Health Bill	

Operating & Maintenance Costs:

	<u>Amount</u>	<u>Staff</u>
Project Development:	0	0
Ongoing Operating:	0	0
One-Time Startup:	0	
Totals:	0	0

Additional Information / Prior Funding History:

Total funds \$1,070,000, approximately 91% federal. The retention of these federal funds depends on completion of the entire project.

Project Description/Justification:

This project is intended to improve both the efficiency and effectiveness of the Department's right of way management. It is a two-fold project. The first portion involves streamlining the Department's permitting processes, and moving to a web-based application system; this portion of the project is well underway. The second portion involves the management of the state's right of way during project development. This segment of the project involves improving the Department's processes for right of way project development, and then automating many of those processes. The system will allow for electronic management of information, and electronic movement of workflow. It will allow better management of our increasing federally-funded capital projects, both for highways and aviation.

Background: In February, 1999, the Statewide Design and Engineering Services Division (D&ES) embarked on a project to streamline our processes for several right-of-way and utilities permits. That project has now evolved into a more comprehensive review of our right-of-way processes, and development of a statewide database and workflow management system for right-of-way. We intend to streamline our right-of-way activities to improve our efficiency and effectiveness in developing aviation and highway projects.

Overview: In April, 1999, we held a three-day workshop to document the existing processes for right-of-way and utilities permits and

Right of Way Permitting and Project Development Management System

FY2002 Request: \$318,500
Reference No: 33910

streamline those processes to make them more efficient, and more friendly to our customers. During the last year, we have continued our work, but only for right-of-way permits (utilities permits are on hold for now). We have prepared a detailed documentation of our new processes for computer programming. We have adopted regulations for many of our permits, for appeals of permit denials, and for relocation assistance. We are now beginning to implement our system design; it should be substantially complete by January 2001. This segment of the project makes up approximately one-third of the project budget, and has been funded by the Federal Highway Administration (FHWA). In mid-September, 1999, we held another three-day workshop to document the existing processes in right-of-way for project development in aviation and highways. Due to the nature of the work, this effort was much more complicated than the effort under the permits section of the project. We subsequently asked our staff to address any areas of their work that might be streamlined. We are currently preparing the detailed system documentation for computer programming, and intend to launch our system development efforts in June 2000. The system should be fully operational by September 2001, with intermediate modules being available for staff use as early as September 2000. We will have some staff involved during system design, and will then require substantial training efforts to bring all of our staff on-line with the new system. This segment of the project consists of approximately two-thirds of the project budget. FHWA and nonparticipating state funds have funded this effort; prospectively, we propose to fund this portion of the project with FHWA and Federal Aviation Administration (FAA) funds.

The work for this project will be completed by Department staff, Department of Law attorneys, a management consultant, and a computer programming consultant. We have attached a summary of the project budget here, and provide a more detailed scope, schedule, and budget with the package as well.

Deliverables:

1. Streamlined permitting and project development processes for right-of-way and more efficient and effective delivery of projects for aviation and highways.
2. A database for all right-of-way information in project development and permits.
3. A computerized workflow application system as a tool for staff to better manage and complete their growing aviation and highways workload; and to provide management a better tool for overall management of the right-of-way work for aviation and highways capital projects.
4. Revised regulations to cover driveway, encroachment, sign, highway event, and roadway encroachment/closure permits; land disposals; appeals for permit denials; relocation assistance (work funded by FHWA).
5. Knowledgeable staff who can use the new computer system with ease.
6. Revised Department manuals, particularly the right-of-way manual, to reflect current laws, regulations, and practices.

This expenditure includes purchasing computer programming services through the Department of Administration's task order system. It also includes some staff time for testing and reviewing the computer products as they are developed. The public will be better served through the improved efficiency of the Department's permitting processes. The public will also be better served through more efficient development of capital projects. The Department will likely require additional bandwidth, but the requirements have yet to be determined. They will be based on decisions that will be made later during the project. If this project is not approved, it will be shelved as a partially completed project. The Department will continue to struggle to complete its capital projects and fully obligate all of the federal funds available. Furthermore, the public will continue to be frustrated by the Department's cumbersome permitting processes. The project is mainly funded with federal funds.