



UCI WORKGROUP UPDATE

Tri-Annual Meeting, Nov 18th

Drew Williams, AICP
Assistant Director of Public Works – The City of
Harrisonburg



Workgroup Committee Members

- **Jeanette Janiczek, City of Charlottesville**
- **Angela Tucker, City of Charlottesville**
- **M. Khara, City of Richmond**
- **Greg Tkac, Town of Dumfries**
- **Drew Williams, City of Harrisonburg**
- **James Baker, City of Harrisonburg**
- **Lynn Allsbrook, City of Hampton**
- **Selena Griffett, City of Hampton**
- **Harold Caples, City of Colonial Heights**
- **David Jarman, City of Virginia Beach**
- **Phil Pullen, City of Virginia Beach**
- **Brandon Steele, Town of Blacksburg**
- **Daniel Camacho, FHWA**
- **Gerry Harter, City of Lynchburg**
- **Lamont Benjamin, VDOT, Richmond Dist**
- **Dic Burke, VDOT, NOVA District**
- **Bruce Duvall, VDOT, Hampton District**
- **Jennifer DeBruhl, VDOT Local Assistance**
- **Todd Halacy, VDOT Local Assistance**
- **Cynthia Clark, VDOT Local Assistance**

Tasks of Workgroup



- Develop the next UCI Workgroup initiative
- Potential initiative's discussed:
 - Program and Financial Management
 - Lessons Learned (FAQ's)
 - Contract Documents (Front End)
- Other topics of discussion
- Next steps

Program and Financial Management



- Discussion of the need for training that outlines the differences between the expenditures, authorizations, allocations, and obligations for VDOT programs
- Cities/ Towns with more active role in project financial management
- Need for an understanding of the funding mechanisms
- What tools/ training currently exists?
- What is needed?

Lessons Learned (FAQ's)



- The creation of lessons learned database
- Establish formal mentoring program
- Standardization of VDOT District Offices on processes for UCI
- Other tools

Contract Documents (Front End)



- Establish standard front end contract documents for PE and CN advertisements
- Boiler plate documents
- Simplify and include VDOT, federal and locality language

Other topics of discussion



- General discussions that would benefit the UCI program
 - Easier access to PCES
 - Performance Data
 - Checklist for plan reviews
 - Access to other VDOT systems
 - Project pool
 - iPM
 - Role of FHWA - consistency

Next steps



- The UCI Workgroup will reconvene in December
- Group prioritized proposed initiative topics as:
 1. Contract Documents
 2. Program and Financial Management Training
 3. Lessons Learned (FAQ's) – develop at later date
- By next Tri-Annual UCI meeting
 - ▣ Contract Documents complete
 - ▣ Training for Program and Financial Management identified



Questions?