

**CMAQ PSC support and Recommendations on IDOT/Federal Local Project Process review
3/13/12 CMAQ PSC Meeting**

*****DRAFT*****

Resolved:

A Federal Requirements are not the Issue

The PSC is not saying that the federal requirements are the issue to address at this time.

B Performance Measures for a few key milestones/Phase

The CMAQ PSC is fully aware that personnel resources at our partner for CMAQ projects, IDOT, are stretched thin and their taking time to research the entire IDOT/Federal Local Project Process could be counterproductive, as it pulls IDOT staff from the processing of projects.

Perhaps IDOT does have some rules of thumb for timeframes; for example, how long does a PDR take to produce and approve for an intersection project.

However, the CMAQ PSC endorses the establishment by IDOT of transparent **Performance Measures for a few key milestones** on each phase of a project. The intent is to have information available for: How long do these milestones take on average and what are the variances?

C Tracking Time Spent In and Out

Much like some permit issuing agencies do, the CMAQ PSC recommends that in concert with the Performance Measures, IDOT track time: 1) at the District office, 2) at the Central office and 3) time away from each office (i.e. at the local agency). This gives each of the entities ownership of the time each has for its part of the project processing. However, the time at the District Office and the Central Office needs to be segregated to time away at other IDOT Bureau's.

D Immediate Action

The CMAQ PSC recommends a new function at IDOT to be established to jump on the local projects on the IDOT/Federal local project assembly line which are lagging outside the expected norm and try to get them back on schedule. **This would be a major step forward.**

E Long Range Action

As transparent **Performance Measures for a few key milestones** on each phase of a project are determined, than internal IDOT reviews, with or without outside assistance, can begin on how to shorten the timeframes.

F Discouraged Action

The CMAQ PSC does not recommend any effort be started by IDOT to review project processes without first having developed **transparent Performance Measures for a few key milestones on each phase of a project**