

**Ex. C**

# **Highway Commission Review and Advisory Subcommittee Meeting**

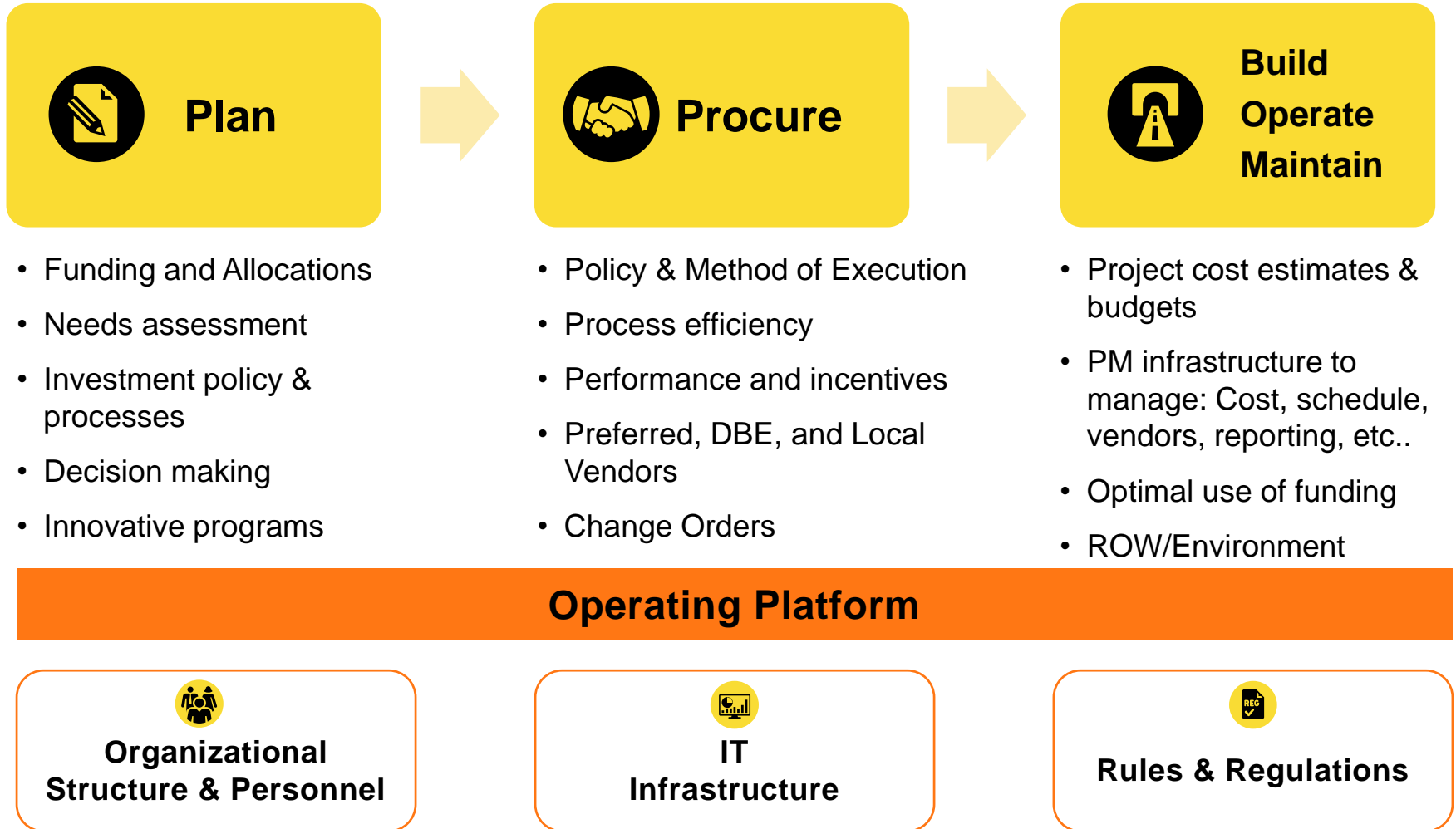
ArDOT Review Kick-off  
Meeting

September 18, 2019

# Agenda

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# Focus Areas



# Confirmation of Project Scope

## Key Deliverables and Objectives

### Key Objectives

- Provide an objective analysis of ArDOT's processes, procedures, procurement procedures, projects, expenditures, and appeals processes
- Identify leading practices that will help ArDOT optimize its operations
- Identify operational and regulatory recommendations

### Deliverables

### Description of Deliverable

#### Project Work Plan

- Document outlining tasks, durations, responsibilities, dependencies, and milestones

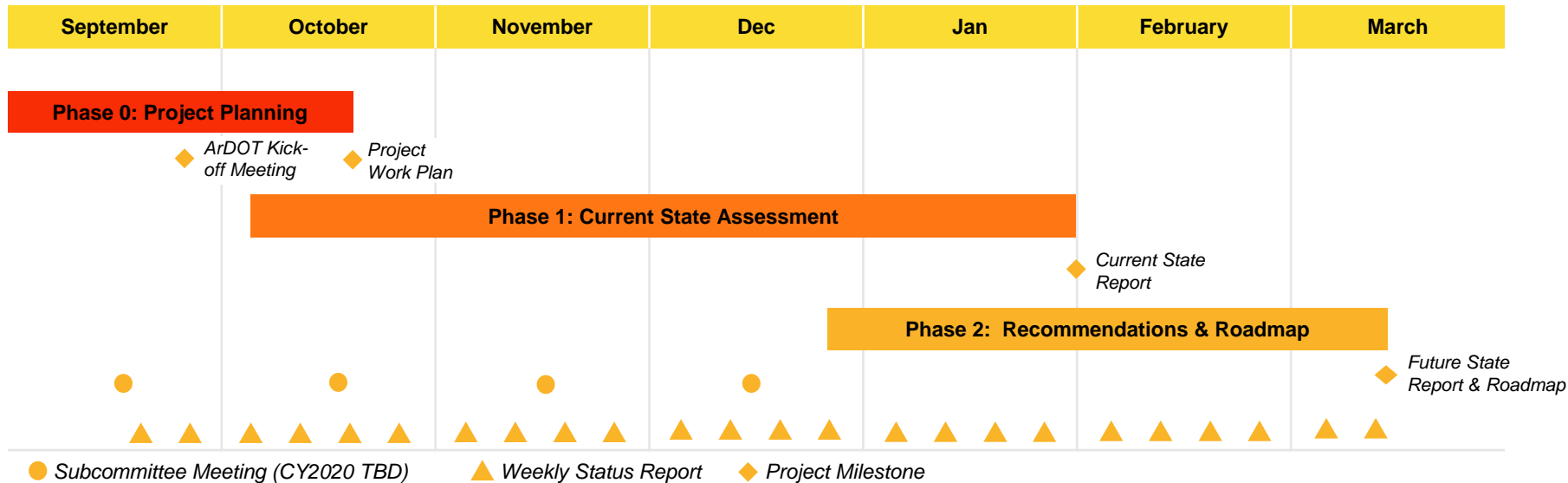
#### Current State Report & Initial Recommendations

- Report synthesizing current state findings, emphasizing gaps in the current state; developing documentation to substantiate key findings; and highlighting potential areas of opportunity for the recommendation report

#### Future State Recommendations and Roadmap & Ongoing Support

- **Recommendations:** Report identifying recommendations and related leading practices across our key focus areas and highlighting potential legislative updates
- **Roadmap:** High level Plan that details how to execute the recommendations, including metrics to track progress and efficacy of recommendations
- **Ongoing Support:** Assist with draft legislation and testimony, as needed

# Project Timeline

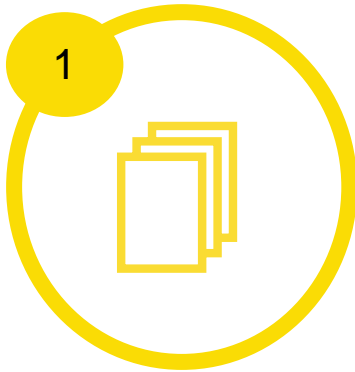


Phase 0
<ul style="list-style-type: none"> <li>• Hold Initial ArDOT Landscape Meetings with Subcommittee Co-Chairs and Highway Commissioners</li> <li>• Hold Subcommittee and ArDOT kick-off meetings</li> <li>• Develop project schedule</li> <li>• Standardize status reporting process and template</li> <li>• Establish project governance structure</li> </ul>
<b>Deliverable(s):</b> Project Work Plan

Phase 1
<ul style="list-style-type: none"> <li>• Define key functional areas &amp; strategic positioning</li> <li>• Review existing documentation, emphasizing portfolio planning; procurement; capital expenditure, operations, and maintenance, as well as key operation platform components such as organizational structure, IT infrastructure, and rules and regulations.</li> <li>• Interview key stakeholders and administer survey</li> <li>• Identify key findings and pain points, and generate supporting documentation</li> </ul>
<b>Deliverable(s):</b> Current State Report & Initial Recommendations

Phase 2
<ul style="list-style-type: none"> <li>• Review pain-points and identify recommendations for improvement and efficiencies</li> <li>• Identify functional leading practices of similar state Highway Departments/DOTs</li> <li>• Prioritize and sequence recommendations based on impact/effort assessment</li> <li>• Determine recommendations on legislation</li> <li>• Provide ongoing support as needed (Through December 2020)</li> </ul>
<b>Deliverable(s):</b> Future State Report & Roadmap; Ongoing Support

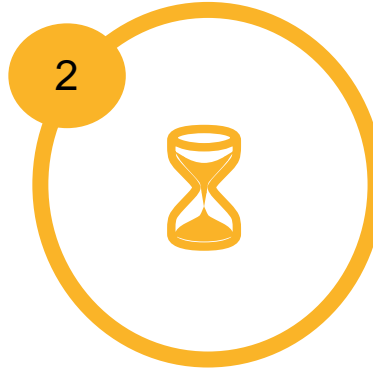
# Next Steps



## Request Documentation

Determine and request additional documentation and other necessary items

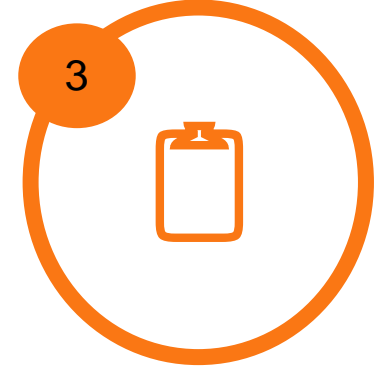
***Target Date: 9/25/19***



## Schedule Interviews

Identify key internal and external stakeholders and schedule interviews and working sessions

***Target Date: 10/11/19***



## Develop Project Plan

Finalize project schedule, plan, and deliverable dates

***Target Date: 10/16/19***

# Thank you



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