

RRMB # C-01-60: Speed Project Closeouts/Streamline Local Financing

10/26/01

RESEARCH PROBLEM STATEMENT

This is a two-part project. The first part is resolution of numerous issues that slow or prevent project closeouts. The study will identify the causes of these delays and recommend actions that address these causes.

The second part examines a variety of problems that can occur when NYSDOT includes improvements for local governments as part of projects on state highways. This study will identify the frequency of these problems, magnitude, impact, and identify alternate approaches and evaluate their advantages and disadvantages.

OBJECTIVES

This study will identify the causes of delays that slow or prevent project closeouts and recommend actions that address these causes.

Also, this study will examine the variety of problems that can occur when NYSDOT includes improvements for local governments as part of projects on state highways, and identify alternate approaches and evaluate their advantages and disadvantages.

PROPOSED RESEARCH TASKS

Task descriptions are intended to provide a framework for conducting the research. NYSDOT is seeking the insights of proposers on how best to achieve the research objectives. Proposers are expected to describe research plans that can realistically be accomplished within the constraints of available funds and research period. Proposals must present the proposer's current thinking in sufficient detail to demonstrate their understanding of the issues and the soundness of their approach to meeting the research objectives.

Task Description - Speed Project Closeouts

1. Review List of Open Contracts
2. Identify reason why contract is open, review files, discuss with Region or Construction Staff. Research "source" i.e. law, policy, procedure, etc. (2 weeks)
3. Summarize findings - Most common problems (1 week)
4. Pursue each/some of the problem groups to determine if/how contract can be closed (2 months)
5. Suggest methods to prevent re-occurrence of problems that prevent closeout i.e. legislation, changes in policy or procedure, etc. Determine associated guidance revisions, i.e. MAP, specs, MURK, etc. (1 week)

Task Description - Streamline Local Financing

1. Research current policies and procedures for using local funds for betterments performed in association with State Highway Contracts. (1 week)
2. Identify and Analyze problems by reviewing files, discussions with Regions, Main Office groups, etc. (3 weeks)
3. Summarize findings and identify frequency of problems. (1 week)
4. Identify alternate approaches and evaluate their advantages and disadvantages. (1 week)

RESEARCH PRODUCTS

This study will provide suggestions and guidance to resolve issues that slow or prevent project closeouts. Additionally, this study will identify alternate approaches and evaluate advantages and disadvantages for problems resulting with combining State and Local work in NYSDOT contracts.

URGENCY / EXPECTED BENEFITS

This will speed project closeouts and eliminate problems caused by lingering contract administration issues related to projects where construction was long since completed. The Department will use less time on management of difficult contracts. Monies will be made available to the Department or payments will be made to the contractor, as appropriate, instead of holding funds in the system.

Also, reducing problems associated with use of local funds for betterments in state highway contracts will assist all affected parties.

The primary benefits of this study are to the Department, to DOT's contractors, the Construction Division and to affected local governments.

FUNDING

Dollar Amount in Approved SPR Program: \$75,000

RESEARCH PERIOD

Once the Researcher is on site, it is anticipated this task will take approximately 4½ months.

SPECIAL NOTES

This research task will require skills to comprehend Department Administrative Guidelines, Highway and Contract Laws, and communication skills.