


# MEMORANDUM

## DEPARTMENT OF TRANSPORTATION

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DATE: November 27, 2013

TO:  Tim Harris, Chief Engineer

FROM: Scott McDaniel, Director of Staff Services

SUBJECT: **Chief Engineer Policy Memo 19 – Surface Treatment Program Distribution for Regional Planning FY 2015 to 2016**

The Materials and Geotechnical Branch Manager, with direction from the Pavement Management Program and CDOT Regional Directors, is requesting ratification by the Chief Engineer, Director of Transportation Development, and the Chief Financial Officer to utilize the following recommendations to establish regional planning budgets for delivery of the Surface Treatment Program (STP) in FY 2015 to 2016. In addition, the methods for managing the statewide Surface Treatment design and construction pools are proposed. This Chief Engineer Policy Memo 19 (PM19) establishes Engineering Division practices in support of [Policy Directive 1400, Surface Treatment Program](#) (dated 1/23/03).

This policy memo will establish regional planning budgets as percentages of the total annual surface treatment funds in order to:

- ensure that the pavement management system (PMS) effectively directs project delivery,
- establish annual project plans that reflect statewide pavement asset needs,
- provide reliable annual planning budgets for effective project planning and delivery,
- recognize the optimal statewide design and construction budgeting methods,
- implement the Drivability Life (DL) analysis method and associated traffic-based pavement category condition targets and treatment guidelines, and
- meet the pavement asset practices and condition goals established in Policy Directive 14.

This version of Policy Memo 19 (PM19) represents a change in process from past versions. The need for statewide perspective in CDOT's application of asset management practices has been established by both the Executive Director and the Transportation Commission (Policy Directive 14). PM19 will establish regional planning budgets based directly on the recommendations of the PMS program to ensure that PMS project recommendations determine statewide planning budgets for surface treatment project delivery.

Annual STP funding will be distributed for regional planning purposes based on a the total cost of PMS recommended treatments in each region from the statewide network analysis conducted by the Materials and Geotechnical Branch's Pavement Management Program staff. The PMS recommended regional planning budgets from that analysis will be the direct output from that network analysis as a four-year forward running average dollar value. This running average is

used simply to stabilize potential large annual planning budget fluctuations typical from individual-year PMS network analysis output.

The following table states the recommended percentages for the regional planning budgets utilizing the calendar year 2013 PM model and anticipated \$240M annual Surface Treatment Program funding.

**Table 1 - Statewide Distribution of Surface Treatment Funds for Regional Planning**

Region	Planning Budget for Fiscal Year (%)		Region Design Pool (% of Region Budget) (2)	Planning Budget (estimate) (%)			
	2015 (1)	2016 (1)		2017 (1)	2018 (1)	2019 (1)	2020 (1)
1	26.1	23.3	10	21.8	17.0	18.4	17.6
2	20.2	19.9	7	20.7	21.3	22.2	20.4
3	19.4	19.7	7	20.7	20.6	20.1	18.4
4	23.2	24.7	8	24.3	26.4	25.5	30.2
5	11.1	12.3	7	12.5	14.6	13.8	13.4

1. Final values based on 2013 DL PMS Analysis.
2. Design Pool is the percentage of total planning budget assigned to each region.

The planning budgets will be calculated every two years utilizing the current Pavement Management model. Annually by June 30, Regions may request a change to their next fiscal year default design pool amount. The RTD shall submit written request to the Chief Engineer itemizing anticipated project design costs for the requested change from the default design pool amount.

**Table 2 - Future Schedule for calculation of Region Planning Budget percentages**

Planning Budget % calculation date and date of PMS model <sup>(1)</sup>	Planning Budget % set for FY <sup>(2)</sup>
November 2013 (2013 model)	FY 15, 16,
April 2015 (2014 model)	FY 17, 18,
April 2017 (2016 model)	FY 19, 20

1. Future planning budget changes will be presented at the February RTD meeting.
2. Each designated April, a revised Policy Memo 19 will be approved with two years locked in and estimations for the remaining four years to facilitate necessary regional long range project planning.


Changes in economic conditions, unforeseen system demands, and other budget variables that cannot be predicted allow the Executive Director, Chief Engineer, Director of Transportation Development, Chief Financial Officer and the Region Transportation Directors the option to propose modifications to this program distribution policy memo at any time as required by changes in budget or other parameters. To facilitate CDOT’s planning and project delivery process, these modification requests will be submitted to the Pavement Management Program

between November 15 and December 31, and a minimum of one fiscal year prior to the fiscal year to be modified. (i.e. for modifications impacting FY 2016, the requests shall be submitted in November/December of calendar year 2014).

The established regional planning budgets shall be used to create three to five year regional project STP project plans. The regional plans shall consist of projects that satisfy the requirements for system match and essential construction items as described in Pavement Design Manual Appendix E - Pavement Treatment Guide for Highway Categories, [Chief Engineer Policy Memo 10](#) (PM10) - PMP Definition of Resurfacing Project Match, and [Chief Engineer Policy Memo 7](#) (PM7) - Analysis of Essential Items. STP design pools shall be created and administered in each region to facilitate three to five year project planning, design and delivery. Regional design pools shall receive funding equal to the **Table 1** percentage of total annual planning budget amount assigned to each region, unless formally approved for an alternative amount.

All STP construction funds will be administered centrally from a statewide pool. Annually, all projects in the regional plans shall be compiled to develop the annual Statewide Surface Treatment Program project portfolio. Construction budget actions will be executed for each project in the Surface Treatment project portfolio.

Beginning in FY 2014, Safety Surface Treatment funds are administered from the same central funding pool as the Surface Treatment funds. These funds have historically been approximately 3.3% of the total STP funds. Region staff will estimate and report the total safety treatment project costs on each project and will be allowed up to 3.3% of their total assigned regional planning budget to be utilized for safety treatment work on Surface Treatment Projects. See [PM7](#) and the [Safety Requirements on 3R Design Bulletin](#) for guidance on appropriate use of Surface Treatment funds for project related safety work.

I Concur:  <sup>1/7/2013</sup>  
Date

Scott Richrath,  
Chief Financial Officer

I Concur:  <sup>1/8/14</sup>  
Date

Debra Perkins-Smith  
Director of DTD

I Concur:  <sup>12/26/13</sup>  
Date

Timothy Harris, P.E.  
Chief Engineer

cc: B. Schiebel  
RMEs  
D. Harmelink (FHWA)  
RTDs  
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