



## Session 9:

### ROLES AND RESPONSIBILITIES OF MDOT LEADERSHIP



MDOT leadership has initiated and continues to support the implementation of CSS throughout the Department. The following slides list many of management's responsibilities for launching and successfully implementing CSS.



## Organization

The MDOT Leadership Team:

Chief Administration Officer

- Bureau of Multimodal Transportation Director
- Bureau of Transportation Planning Director
- Bureau of Finance and Administration

Chief Operation Officer

- Bureau of Highway Development Director
- Bureau of Highway Delivery Director
- Region Engineers

Management must let all MDOT employees know that CSS is supported at the highest level of MDOT's organization.



## Organization

### Region and TSC Leadership

#### Region Engineer

- Associate Development Engineer
- Associate Delivery Engineer
- Regional Planner

#### TSC Manager

- Engineer of Development
- Engineer of Delivery

Management must let every MDOT employee know that its support for CSS extends through each regional office to the operation of every TSC.



## Organization

### Leadership Team:

- Directs CSS Implementation Plan
- Identifies and Sponsors Staff

#### Project Planning and Development Staff

- TSC/Region development engineers
- Planners and environmental specialists
- Scoping staff
- Project managers
- Designers
- Planning and design consultants
- Real estate

#### Delivery Staff

- TSC/Region delivery engineers
- Construction inspectors
- Traffic operations
- Direct Maintenance
- Contract Maintenance (by City and County staff)
- Consultants and contractors

In order to successfully implement the Department's CSS Policy, management will provide input and direction on the execution of the Department's CSS Implementation Plan. Management will also identify and sponsor staff throughout the Department who need introductory and advanced CSS training.



## Implementation

- Establish the funding mechanism to provide the necessary training and materials



In order to implement CSS, training of MDOT staff members is necessary. Management will ensure that sufficient funds have been allocated for awareness and advanced CSS training as well as refresher courses.



## Implementation

- Develop CSS Champions within MDOT to provide the ongoing resources and support, and to help ensure consistency of the approach.



Advanced training is necessary for MDOT staff members with positions of leadership as CSS Champions. These positions are vital to the implementation and long-term success of CSS. They offer resource and support to other MDOT staff members as well as ensure consistent application of the approach to all MDOT projects. Management is committed to creating a cadre of CSS Champions.



## Implementation

- Establish procedures to identify stakeholders and their concerns during project scoping.



Management is committed to establishing procedures that will identify stakeholders and their concerns during project scoping. In particular, management will make sure that appropriate budgets are being allocated so CSS initiatives can be adequately funded.



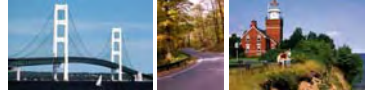
## Implementation

- Create an annual awards program to recognize outstanding achievement in the application of CSS to further encourage CSS in transportation.



In order to both reward and promote CSS as an integral component of design within MDOT, management is considering conducting yearly awards programs. Press releases, news articles and other methods of broadcast are being considered to further spread the word to the public about MDOT's commitment to a CSS approach.





## Implementation

- Identify a timetable for implementation of CSS applications on current and future projects.

Project Activities	WPA	2002			2003			2004					
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Project implementation	48												
Initiation	49												
Plan, scope and budget definition	49.1												
Organization & mobilization	49.1.1												
Team charter development	49.1.2												
Team charter sign-off at first office	49.1.3												
Team charter	49.1.4												
Team charter delivered	49.1.5												
Team charter approved	49.1.6												
Project charter development	49.2												
Business case analysis	49.2.1												
Parameterization using spreadsheet	49.2.2												
Use the 100% budget use and 100% activity as function of completion and others projects	49.2.3												
Development of 2004 model	49.2.4												
Validation of available data with 2003 model	49.2.5												
Contribution of 200 model	49.2.6												
Use of 200 model for preliminary	49.2.7												
Problems	49.3												
Parameterization of 2004 project	49.3.1												
Validation of 2004 model	49.3.2												
Validation of available data with 2003 model	49.3.3												
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Validation of available data with 2003 model	49.3.99												
Validation of available data with 2004 model	49.3.100												

Management is in the process of developing a CSS Implementation Plan, with an aggressive yet achievable schedule for training and implementation. It is anticipated that trial projects will be identified and included within this timetable.



## Implementation

- Roll out the CSS training program to educate Department staff as part of the overall CSS implementation plan.



The CSS approach will be foreign to many staff members. Sufficient initial training to a wide cross-section of departments will help ensure at least a familiarity with (and hopefully an understanding of) MDOT's commitment to utilizing this design approach on all transportation projects.



## Conclusion

- MDOT's Leadership Team is dedicated to the successful implementation of CSS on all transportation projects.



Blue Water Bridge, MI, between U.S. and Canada

Led by its management team, MDOT is dedicated to successfully implementing CSS on all transportation projects.