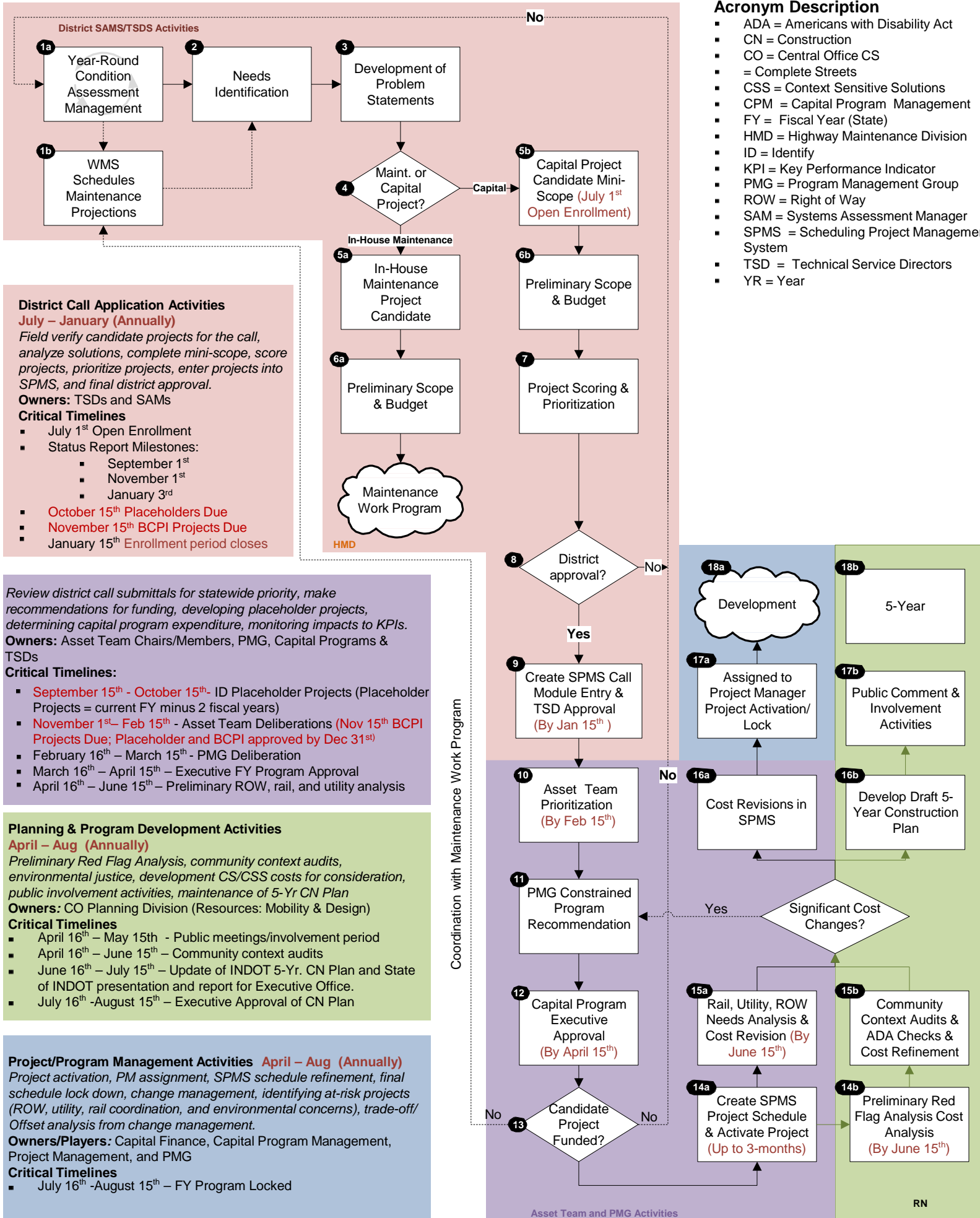


Asset Management Project Prioritization Process & Schedule (Ver. 06/15/16)

Acronym Description

- ADA = Americans with Disability Act
- CN = Construction
- CO = Central Office CS
- = Complete Streets
- CSS = Context Sensitive Solutions
- CPM = Capital Program Management
- FY = Fiscal Year (State)
- HMD = Highway Maintenance Division
- ID = Identify
- KPI = Key Performance Indicator
- PMG = Program Management Group
- ROW = Right of Way
- SAM = Systems Assessment Manager
- SPMS = Scheduling Project Management System
- TSD = Technical Service Directors
- YR = Year



District Call Application Activities

July – January (Annually)

Field verify candidate projects for the call, analyze solutions, complete mini-scope, score projects, prioritize projects, enter projects into SPMS, and final district approval.

Owners: TSDs and SAMS

Critical Timelines

- July 1st Open Enrollment
- Status Report Milestones:
 - September 1st
 - November 1st
 - January 3rd
- October 15th Placeholders Due
- November 15th BCPI Projects Due
- January 15th Enrollment period closes

Review district call submittals for statewide priority, make recommendations for funding, developing placeholder projects, determining capital program expenditure, monitoring impacts to KPIs.

Owners: Asset Team Chairs/Members, PMG, Capital Programs & TSDs

Critical Timelines:

- September 15th - October 15th - ID Placeholder Projects (Placeholder Projects = current FY minus 2 fiscal years)
- November 1st - Feb 15th - Asset Team Deliberations (Nov 15th BCPI Projects Due; Placeholder and BCPI approved by Dec 31st)
- February 16th - March 15th - PMG Deliberation
- March 16th - April 15th - Executive FY Program Approval
- April 16th - June 15th - Preliminary ROW, rail, and utility analysis

Planning & Program Development Activities

April – Aug (Annually)

Preliminary Red Flag Analysis, community context audits, environmental justice, development CS/CSS costs for consideration, public involvement activities, maintenance of 5-Yr CN Plan

Owners: CO Planning Division (Resources: Mobility & Design)

Critical Timelines

- April 16th - May 15th - Public meetings/involvement period
- April 16th - June 15th - Community context audits
- June 16th - July 15th - Update of INDOT 5-Yr. CN Plan and State of INDOT presentation and report for Executive Office.
- July 16th - August 15th - Executive Approval of CN Plan

Project/Program Management Activities April – Aug (Annually)

Project activation, PM assignment, SPMS schedule refinement, final schedule lock down, change management, identifying at-risk projects (ROW, utility, rail coordination, and environmental concerns), trade-off/Offset analysis from change management.

Owners/Players: Capital Finance, Capital Program Management, Project Management, and PMG

Critical Timelines

- July 16th - August 15th - FY Program Locked

Note: If milestone date falls on a holiday or weekend, the next full business day will serve as the new milestone date.