Southeastern Regional Maintenance Conference

November 5-7, 2019
Mobile, Alabama
Let’s make this presentation a 13 way conversation.

TEAMWORK = SUCCESS
ARDOT Maintenance Division Responsibilities

- Support for our maintenance workers that get the job done.
  - Clarify objectives of the Department
  - Provide tools that give the ability to get the job done effectively and efficiently
  - Provide solutions to any issue they have
  - Be advocates for our maintenance workers
Clarify Objectives of the Department

- Starts with the Department's strategic plan
  - Clearly explain what it means
  - What are our responsibilities
  - How do we carry out our responsibilities
  - Why we do what we do
Provide tools to get the job done

- Three steps to accomplishing work
  - Planning – create an Annual Work Plan
  - Scheduling – Create an annual schedule
  - Controlling/Managing – record and analyze work completed, update next years plan values
<table>
<thead>
<tr>
<th>FUNCTION NO.</th>
<th>FUNCTION TITLE DESCRIPTION</th>
<th>ROAD INVENTORY UNITS</th>
<th>PLAN VALUE</th>
<th>WORK UNITS NO.</th>
<th>WORK UNIT DESCRIPTION</th>
<th>AVG DAILY CREW ACC.</th>
<th>CREW CREW DAYS SIZE</th>
<th>MAN DAYS</th>
<th>MAN HOURS</th>
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<td>0411</td>
<td>SURF TREAT PATCH (SPOT SEAL)</td>
<td>2 LANE MI OF BIT SUR</td>
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<td>416 CU YDS OF AGR</td>
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<td>JOINT REPAIR AND CRACK FILLING</td>
<td>2 LN MI J 6700 6200</td>
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<td>30.00</td>
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<td>0414</td>
<td>SPOT BASE REPLACEMENT (BIT)</td>
<td>BIT/ NON RIGID BASE</td>
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<td>NON PAV SURF &amp; SHLDR</td>
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Provide solutions to any issue

- Listen to their needs and clearly define issue
- Use engineering knowledge to obtain solution (i.e. personal, peers, industry standards, other DOT’s)
- Document and provide solution to requesting individual
Be advocates to our maintenance workers

- Not just speaking for but speaking with the workers

- Advocates are risk takers who challenge the status quo as to change a policy or program that is negatively affects the cause

- Proposing or recommending something for better options
Conclusion

- Working on Updating our Maintenance Strategic Plan
  - Vision
  - Mission
  - Core Values
  - Goals
  - Objectives
Conclusion

- Obtaining Tools for our workers
  - Planning and scheduling software (MMS) and training
  - Staff involved with District maintenance personnel
  - Use of federal funds for maintenance activities
  - Maintenance Meetings 3-4 times per year
HELP WANTED

- Would like to see your strategic plans
- How you arrive at your annual budgets
- Information for planning, scheduling and controlling/managing of maintenance activities
- Information on how you provide training
- Continue to interact during year about your advancements with maintenance operations
- How have you successfully handled change
Thanks for all you have given.

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- Joe.Sartini@ardot.gov    (501)569-2233
- Remember
  - Give
  - Take
  - Use