## COMMONWEALTH of VIRGINIA

**DEPARTMENT OF TRANSPORTATION**
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RICHMOND, VIRGINIA 23219-2000

**Stephen C. Brich, P.E.**
COMMISSIONER

Sent by email on Jun 28, 2018

County Administrators and City/Town Managers:

Re: Updated VDOT Dashboard "Projects" Dial and new Construction Data Reporting Tool now available!

Over the last several months, you have received a number of e-mails from me aimed at introducing you to the prototype of the new VDOT Dashboard (referred to as Dashboard 4.0 while under development) and seeking your feedback.  As highlighted in the LAD Spring Newsletter, the updated VDOT Dashboard was scheduled to be implemented by July 1st and we are pleased to announce that it is now available!  This VDOT Dashboard link  http://dashboard.virginiadot.org/ will take you to the Dashboard dials for all programs and you will select the "Projects" dial to display the detailed information for metrics for transportation projects. The VDOT Dashboard "Projects" dial includes information on all activities for projects in development (up to the project award) and delivery (the construction phase). Additionally, a new Construction data reporting tool titled Non-VDOT Administered Projects or "NVAP" is also now available.

The new VDOT Dashboard "Projects" view maintains focus on on-time and on-budget project delivery but also has increased focus on monitoring interim milestones throughout the project development process to help identify potential issues earlier in order to keep projects on track.  This increased visibility of interim milestones will allow more up to date and accurate information to be readily available for all projects.  The VDOT Dashboard increases the use of the "yellow" status to provide a "warning track" if an activity deadline is approaching.  Improved functionality, filtering, and reporting capabilities have also been incorporated.

Several changes will be noticeable in the VDOT Dashboard "Projects" view since the Dashboard Prototype was released to localities in April.  Likewise, a number of enhancements are currently under development for incorporation in the first update scheduled for late July.  Enhancements scheduled for the update include selectable comments to identify reasons for the red-yellow-green status, and the ability to extract data into an Excel spreadsheet, both recommendations received from localities.

As an FYI, the initial view displayed upon entering the VDOT Dashboard "Projects" dial will default to the current fiscal year (FY2018 until the end of June). Beginning July 1, the current fiscal year filter will default to 2019 (FY19).  Users will need to select "all fiscal years" from the filters in order to view all projects in the Dashboard. The VDOT Dashboard "Projects" homepage includes an Users Guide and feedback link and you are welcome to provide any feedback you have on the VDOT Dashboard through this feedback link.

An important new feature to local governments is the "Non-VDOT Administered Projects" (NVAP) tool.  NVAP is an interactive tool that allows local governments to provide important updates during construction through an easy to use SMART Portal data entry site.  In the past, project data updates could only be made by VDOT.  The use of this tool and providing construction contract information, dates and expenditures will be effective for locally administered projects having an Award date of July 1, 2018 and beyond.  This is a new requirement for local governments and is outlined in the LAP Manual section 13.1.4.2 - VDOT Databases.  All locally administered SMART Scale projects already had a requirement to provide updates during construction and your VDOT Coordinator was

inputting the data provided by the localities. Moving forward, localities will be prompted to input updates for these SMART Scale projects under construction through the NVAP tool.

An NVAP Users Guide is also available to assist local government's use of the new tool.  Your locality will be prompted by e-mail after a project has been awarded at least 10 days before data needs to be input. If you have any trouble accessing the NVAP tool through the Smart Portal, each District does have a Smart Portal Administrator identified on the about page that should be able to assist you. Again, most localities will not be using the NVAP tool until later when your projects move to the construction phase but we wanted to make you aware of this new feature.

Julie R. Brown

Director, Local Assistance Division

Virginia Department of Transportation