December 1, 2013

The Honorable Jack Dalrymple  
Governor of North Dakota  
600 East Boulevard Avenue  
Bismarck, ND 58505-0001

Dear Governor Dalrymple:

In compliance with Sections 24-02-01 and 54-06-04 of the North Dakota Century Code, I present to you the Biennial Report of the North Dakota Department of Transportation for fiscal years 2011 to 2013.

The department worked hard to enhance the state’s transportation system by dedicating a record amount of resources to enhance safety and traffic movement by rebuilding, repairing, and maintaining highways across the state.

In all, the North Dakota Department of Transportation’s budget for the 2011-2013 Biennium was more than $1.67 billion. This budget included maintenance and enhancement of state, county, city and township roadways, as well as funding for other NDDOT programs which provided snow and ice control, road maintenance, and drivers license and motor vehicle registration services throughout North Dakota. It also included an unprecedented sum in non-matching State General Fund dollars.

A few of the many accomplishments completed this past biennium include: the unveiling of the largest construction program in state history; completion of the first roundabout on a state highway near Killdeer; the integration of electronic bidding for all highway construction projects; and completing a record one million motor vehicle registrations in one year.

Thanks to your support and leadership, and the support of our legislative body and our partners in the counties, cities, and townships along with our dedicated staff, the department was able to help meet transportation needs throughout the state.

Sincerely,

Grant Levi, P.E.  
Director

Enclosure
# North Dakota Department of Transportation

Biennial Report: July 1, 2011 through June 30, 2013

## NDDOT at a Glance

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Statutory and Constitutional Responsibilities

Creation
The first North Dakota State Highway Commission was created in 1913. The North Dakota Department of Transportation was created by 1989 North Dakota Session Laws Ch. 22, codified as North Dakota Century Code, Title 24.

Function
NDCC § 24-01-01 and 24-03-02 make NDDOT responsible for the construction, maintenance, protection, and control of the highways comprising the state highway system. NDCC § 39-01-01.1 describes the general responsibilities of the Drivers License, Safety and Motor Vehicle Divisions. When authorized under NDCC § 24-04-01, the Department of Transportation Director may enter into contracts and do all things necessary to cooperate with the federal government in the construction of roads under the provisions of a congressional act.

Funding
The state highway fund must be spent in the following order of priority: (1) maintenance of the state highway system, and (2) the cost of construction and reconstruction in an amount necessary to ensure federal aid available to the state. Monies not spent under (1) or (2) may be spent on state highways for construction, improvement, or maintenance. (NDCC § 24-02-37).

National Highway Safety Act of 1966
Under NDCC § 54-07-05, the Governor has the responsibility of dealing with the federal government with respect to the state’s participation in the National Highway Safety Act of 1966. The Governor has designated the Director of the Department of Transportation to act on his behalf in administering that act.

Rail Service Assistance
The department, with the approval of the Public Service Commission, has the authority to qualify the state for rail service assistance under the Railroad Revitalization and Regulatory Reform Act of 1977. (NDCC § 49-17.1-02).

Key 2011-2013 Legislation

HB 1012 – This is NDDOT’s appropriation bill which provides funding to operate the department during the 2011-2013 biennium. The bill approved $1.67 billion for state, county, city and township roadways, as well as funding for other programs which provide snow and ice control, road maintenance, drivers license and motor vehicle registration services throughout North Dakota. The bill also appropriated non-matching State General Fund dollars including:

• $228.6 million for Extraordinary State Highway Maintenance – oil impact fund.
• $142 million for County and Township Road Reconstruction program – oil impact fund.
• $60 million for non-oil producing counties to utilize for transportation projects on city, county and township roads.

HB 1109 – The bill extended drivers license renewal dates two years and changed renewal fees. (Does not apply to drivers under the age of 18 or over the age of 78.)

HB 1195 – The bill banned texting while driving a motor vehicle. The fine for violation of this law is $20.

HB 1256 – The bill enacted new requirements for the minor drivers license process. Minor drivers must be at least 15 years of age and have held an instruction permit for a period of 12 months. Under the age of 16, cannot drive between 9 p.m. and 5 a.m. unless driving to or from work, school or religious activities, or if accompanied by an adult. Under the age of 16, must complete North Dakota Drivers Education Requirements. Drivers under the age of 16 must accumulate a minimum of 50 hours supervised behind-the-wheel driving experience in various driving conditions. Any driver under the age of 18 is prohibited from using electronic communication devices while driving.

SB 2157 – This bill enacted a $250 fine for motorists going around a road closed barrier or knowingly entering a road closed due to hazardous conditions.
Major Goals

Goal 1: Improve the quality and efficiency of transportation systems.
NDDOT is always looking for ways to improve the quality of its products and efficiencies in its programs and services.

The department is attaining this goal by aligning the infrastructure assets under one program, evaluating other programs, processes, and policies, and redefining the performance measurement system.

Goal 2: Enhance employee recruitment, development, and well-being.

The department views its employees as its most valuable asset. Departmental goals and objectives have focused on retention and recruiting abilities.

In moving toward the future, the department conducted a workforce assessment to better understand the required specialties and staffing levels required to meet the future service requirements of its customers.

Goal 3: Work with the stakeholders to provide leadership in transportation.

Building relationships with stakeholders is always a goal for an organization. The department communicates to its stakeholders and promotes partnerships between those stakeholders.

Partnerships are essential when building or repairing infrastructure projects that have the ability to affect a vast majority of citizens in the state.

Goal 4: Enhance customer satisfaction.

NDDOT strives to provide quality products and services to its customers. The department administers a customer satisfaction survey every two years with the outcomes of those surveys being evaluated during the departments strategic planning sessions. The department is also improving procedures in communicating with customers and providing opportunities to participate in the transportation planning process.

Financial Data

Audited financial information for the Department of Transportation is available from the North Dakota Office of Management and Budget. This information can also be found online at www.nd.gov/fiscal.
Audit Services
Daryl Splichal, Director

Responsibilities and Activities
The Audit Services Division is responsible for performing internal audits of NDDOT district and division activities, conducting audits of consultant engineers indirect cost rates and project costs, and verification of railroad and utility project costs. Audit Services is also responsible for motor carrier program audits, including federally required audits of International Fuel Tax Agreement (IFTA) and International Registration Program (IRP) registered North Dakota based motor carriers.

Key Accomplishments:
The Audit Services Division has continued to focus on ensuring applicable policies and regulations are followed and ensuring proper use of federal and/or state funds. This included completion of mandated motor carrier audits and reviews of consulting engineers’ indirect cost rates. IFTA and IRP program requirements include completion of audits for an average of 3 percent of registered motor carriers each year. Approximately 65 motor carrier audits were completed each year. Indirect cost rates submitted by architectural and engineering consulting firms for work on transportation projects are reviewed to ensure they comply with applicable Federal regulations. Audit Services follows the AASHTO Uniform Audit and Accounting Guide in its reviews of consulting firms and helps to educate the firms regarding allowable costs. Approximately 15 firms were reviewed each of the past years to verify project costs and overhead rates. Other project audits include review of railroad transportation, safety and other local government transportation projects and contracts.

Internal audits were conducted annually of district inventory procedures and other NDDOT division procedures. Reviews of department policies and procedures are scheduled or conducted at the request of management personnel. It is anticipated that internal audit projects will be expanded to include additional reviews of internal controls and other NDDOT activities as risk-based audit plans are developed.

Communications
Peggy Anderson, Director

Responsibilities and Activities
The Communication Division is responsible for all aspects of communication within the North Dakota Department of Transportation (NDDOT). This includes internal communications with NDDOT employees and external communications with the general public, media, legislators, civic groups and stakeholders.

The NDDOT communicates externally through the use of a website that contains up-to-date information about the department, its programs, policies, goals and its mission. The latest external communication outlet used by the department is social media, such as Facebook and YouTube. Other avenues for external communication include: public meetings and hearings, letters to the editor, interviews with local TV and radio stations, news releases, ads and notices, press conferences, and presentations.
with various civic and local government groups. The Communication Division is also responsible for facilitating internal communications with our employees and constituents. The primary venue for internal communication is an employee-only website known as “MyDOT.” The Communication Division also serves as a resource to the entire department by providing assistance in areas such as: talking points, speeches, PowerPoint presentations, videos, posters, biennial reports, brochures, handbooks, technical and statistical manuals, study guides, proofreading and graphics.

Also part of the Communication Division is the Multi-Media Section. The Multi-Media Section is responsible for shooting, editing and producing videos; designing web pages as well as various print media, such as posters, manuals, reports, brochures and fliers.

Key Accomplishments

During the 2011-2013 Biennium, the Communication Division worked closely with every division and district throughout the NDDOT on numerous projects and campaigns. The following accomplishments represent some of the highlights of the biennium.

2011

- Newly developed web page including enhancements of the NDDOT Travel Information Map including scrolling messages with travel advisories and road closures.
- NDDOT’s Don’t Drink and Drive advertisement featuring Officer Kilde was named the winning entry in AASHTO’s 2011 National Transportation Public Affairs Workshop (NTPAW) contest.

2012

- NDDOT’s “Crossing the Water: An Oral History of Four Bears Bridge” named to Notable Government Documents list.
- Worked with the Safety Division on the third annual ND Teen Drivers Traffic Safety Contest, and announced the winners of the two categories: PSA production and billboard design.
- NDDOT won the American Association of Motor Vehicle Administrators’ (AAMVA) Public Affairs and Consumer Education (PACE) award with Parents LEAD website. Parents LEAD is a designed to help parents listen, educate, ask and discuss the topics of alcohol and underage drinking with their children.
- Distributed information to the public by sending out 362 news releases in 2012.

2013

- Held the Law Enforcement Summit Awards Ceremony honoring law enforcement officers, media and citizens for their contributions to traffic safety at the annual awards banquet.
- Unveiled new impaired driving multi media campaign collaborating with Arlene and Tom Deutscher of Bismarck to bring awareness to the deadly consequences of drinking and driving.
- Informed the public about a new smartphone application and email/text message service for road conditions. The smartphone application enables access to NDDOT’s Travel Information Map from a smartphone or smart device such as an iPad, providing an overview of road conditions within North Dakota. GovDelivery enables citizens to subscribe to a number of NDDOT topics, including road conditions, job openings, state fleet vehicle auctions, public events and more.
- Sky Dive television commercial won a National Telly award. The bronze Telly award was presented to the NDDOT for the ad which promotes seat belt safety.
- NDDOT held the “Ford Driving Skills for Life” event. The program is one of the nation’s most comprehensive teen driver safety programs and allows participants to get involved in a variety of traffic safety activities.
- Announced winners in the Teen Seat Belt Safety Essay Contest in which teens from high schools throughout North Dakota were asked to complete an essay stating, “Why is wearing your seat belt important to you?” The contest’s mission is to educate drivers and raise awareness of the importance of seat belt usage.
- During the spring snow storm in April 2013, the NDDOT Facebook page had a record number of views with nearly 4,000 people seeing our post about road conditions.
- Continued to provide up-to-date information regarding travel alerts, travel advisories, public meetings and events through the use of news releases, the department’s website and Facebook page.
**Financial Management**  
Shannon Sauer, Director

**Responsibilities and Activities**
The Financial Management Division is responsible for performing and overseeing the tasks required to accomplish:

- Accounting and reporting.
- Budgeting.
- Payroll.
- Procurement.
- Revenue forecasting.
- Central supply.
- Cash management.
- Requisitions to State Purchasing Division.

**Key Accomplishments**
During the past biennium, the Financial Management Division completed the following accomplishments:

- Accounted for $1.6 billion in state and federal revenues and expenditures.
- Processed approximately 120,000 vendor payments.
- Processed and issued approximately 31,000 payroll checks.
- Developed the budget for the 2013-2015 biennium which totals nearly $2.84 billion.

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**Human Resources**  
Michael Sandal, Director

**Responsibilities and Activities**
The Human Resources Division is responsible for a broad spectrum of programs impacting NDDOT employees. Responsibilities include, but are not limited to: recruitment and retention, salary administration, employee relations, payroll, performance and career development, position classification, policy development, management services and other activities that may arise due to legislative action or priorities.

**Strategic Training Plan**
As part of the NDDOT Strategic Plan, Human Resources is leading an effort to develop a Strategic Workforce Development Plan (SWDP), which is coordinated with Information Technology. The management of engineering and technical training has been outsourced to Upper Great Plains Transportation Institute; they also coordinate the Transportation Learning Network. Currently, the assessment phase of the SWDP is being conducted.

In the 2011-2013 biennium; 313 ELM training activities were coordinated.

**Leader Development Programs**
Over the past several biennia, the department has provided three levels of leadership development curricula:

- The 21 Indispensable Qualities of a Leader, a basic level leadership orientation intended for all employees.
- An intermediate level training program, The 360° Leader: Developing Your Influence from Anywhere in the Organization for nurturing and developing supervisory skills.
- An advanced level program, The 21 Irrefutable Laws of Leadership focused on the department’s leaders, managers, and supervisors.

During the past biennium, the department added courses focused on improving communication (Everyone Communicates, Few Connect); promoting life-long learning and growth (15 Invaluable Laws of Growth); and fostering an understanding of the leader’s critical role in growing and developing the future leaders for the organization (5 Levels of Leadership).

During the biennium, 115 department employees completed one of these courses.

**Salary Administration**
The oil boom, coupled with shrinking qualified applicant pools, mandates innovation in order to recruit and retain our workforce, and satisfy the growing service level expectations of the traveling public.
The department remains committed to remaining competitive in statewide salary markets. Intensive management of the department’s authorized salary dollars allowed market based adjustments to best address this need during the biennium. The authorized salary levels for temporary employees were updated during this same period.

To meet recruitment oil country vacancy requirements the department now offers:

- A recruitment bonus for all classifications.
- A moving allowance for all vacant positions.
- A salary differential payment to offset the higher cost of labor for designated positions.
- A rental allowance payment to offset the higher cost of rental property.

Wellness

The Wellness Program provides opportunities and activities encouraging employees to choose healthy lifestyle behaviors. Examples are wellness challenges, weekly wellness tips and information on MyDOT, promotion of HealthyBlue, wellness presentations, health fairs, monthly blood pressure screening, and on-site flu clinics.

Grants and Internship Program

The internship program provides hands on experience in NDDOT divisions and districts for college students. NDDOT had 38 interns participate this biennium in this win-win program. Grants were awarded to two college students majoring in engineering related fields; NDDOT offered employment to these students upon graduation.

Talent Management

The current employee management system is through the PeopleSoft application, Talent Management. Talent Management for the annual evaluation is based more on the specific class code of the position. Employees and supervisors both will be filling out the same evaluations.

House Bill 1309

In 2009 the Legislature passed House Bill 1029 which required all agencies to report detailed information and costs that were paid on behalf of their employees related to: state employees service awards, employer-paid tuition and training, and employer-paid dues and memberships. House Bill 1309 was passed in 2013 which provides changes in agencies’ reporting methods. Before the August deadline, Human Resources provided Human Resources Management Services (HRMS) the department’s numbers for the biennium in each category as follows: state employee service awards - $71,400; employer-paid tuition and training - $413,516.53, and employer-paid dues and memberships - $35,916.39. HRMS then reports totals from all agencies to the Legislature.

Information Technology

Russ Buchholz, Director

Responsibilities and Activities

The Information Technology Division (ITD) is responsible for all technology-related activities including information systems, network and PC support, telecommunications, video conferencing, wired and wireless technology, information processing, technology training, web development and implementation, and e-business. The Information Technology Division is also responsible for records management, photography, printing, mailing, and building security.

Key Accomplishments

Systems and Applications

Drivers License

Automated Road Test System. Utilizes Tough Books for the automation of our commercial driver license tests. The Tough Books are installed with a GPS module so all road tests are tracked and retrievable. The system eliminates the possibility of portions of the test or vehicle inspection being overlooked.

Customer Flow. Installed a queue management/customer flow system at six of our busier sites, which included the Bismarck site.

Commercial Driver License (CDLIS) Modernization Update. Added the capability to store pointers to CDLIS drivers with medical information and expanded the name to allow 120 characters. North Dakota was the third state to complete structure testing and promote the code to production in September.
2011, four months before the federal deadline.

**Motor Vehicle**

**Intelligent Barcode.** Implemented the intelligent barcode for our motor vehicle plates which gave NDDOT substantial postage savings.

**Electronic Dealer Title Work Processing.** Allows select dealers to submit their title work electronically to the Vehicle Registration and Titling System (VRTS) utilizing their own Dealer software with no need for rekeying the data. The process expedites the title issuance process.

**Performance and Information Systems Management (PRISM) Phase II.** Required Motor Carrier to file annual reports to the Federal Motor Carrier database to ensure carriers with poor safety records are not issued interstate credentials.

**Engineering**

**NDRoads (NDDOT’s Mobile Traveler Information App).** NDRoads is intended for use by Apple/Android devices to view information that is relevant to the traveling public. The Application allows you to access this information in both a map and text view. The App is available for download at both the Apple App Store and Google Play.

**ArcGIS mobile sign viewing project.** This application allows workers throughout the districts to locate and monitor signs and additional information in the field with the use of a laptop and a Global Positioning System (GPS). It has been especially helpful in locating a sign which has been hit, stolen, or otherwise been made not visible to the naked eye.

**Detailed Damage Inspection Reporting (DDIR).** The DDIR system provides the ability to report on damaged Federal Aid highways that have suffered serious damage as a result of natural disasters. The system has been expanded to allow input and review from NDDOT employees, Federal Highway Administration (FHWA), counties, cities, and consultants. It allows for the submission of reported damages and associated costs to request reimbursement through the use of Emergency Relief funds. The system has streamlined the process to include tying associated documents to the reports and an electronic approval process.

**Administrative Section and Department-Wide Projects Business Intelligence (BI) – Safety.** The BI Project for Safety brings together data from multiple sources into the NDDOT Electronic Data Warehouse (EDW). Thus far, 100 reports have been created and nearly all of the reports from the annual Crash Summary will be run from the EDW. This will drastically cut down on the time spent running reports and creating the Crash Summary each year.

**Records Management System.** Records Management System was written to combine all functions of the Information Records Management section into one web-based application. It allows for management of forms, record control numbers and microfilm.

**Open Records Application.** Open Records Application was written to keep track of the ever increasing open record requests, as well as the litigation holds that are submitted for department records. This is also a web-based application utilized by records management staff and division/district record coordinators.

Created a new process for the Fuel Card PIN numbers and added the State Vehicle Driver ID Fuel Card Request feature into the Billing Usage System (BUS).

**Fuel File Application.** Fuel File application was moved from mainframe to a web-based application. This application is used to maintain all the purchase transactions (fuel, food, fixes) for the NDDOT equipment. A data file is downloaded bimonthly, processed and exported. This information is imported into NDDOT’s fleet inventory/billing program. Also, daily fuel prices are downloaded from Oil Price Information Services (OPIS). The incoming records are compared to these fuel prices to verify the cardholder was charged correctly.

In addition, a new process was created for the Fuel Card PIN numbers and added the State Vehicle Driver ID Fuel Card Request feature into the Billing Usage System (BUS).

**Implementation of Ilinx Capture and Email Import.** These two applications allow the department to easily ingest content into the enterprise repository system, as well as provide an easy-to-use, web-based scanning solution for both central office and our remote district offices.

**Computer Network Services (Helpdesk)**

**Computer Network Services (CNS).** This section maintains and supports all NDDOT employees, maintains 1,148 computer desktops, workstations, laptops, plus other peripheral devices including printers, plotters, scanners, multifunction printers, mobile devices, cell phones, video teleconferencing and security software and devices. This biennium, there were approximately 508 laptop replacements, plus
printer and peripherals. Also, the NDDOT migrated to Windows 7 for the new primary operating system; upgraded eight district video teleconferencing equipment, and implemented JPro and EASE (truck and auto trouble shooting diagnostics software and laptops for district shops) projects for Fleet mechanics. With the influx of mobile devices, the NDDOT implemented Zenprise, as well as mobile iPads and implemented the System Center Configuration Manager (SCCM) for computer device management.

**Printing and Mail Center**

The 2011-2013 biennium saw some major changes for the Mail Center within NDDOT. Prior to the beginning of the biennium, NDDOT acquired a new Pitney Bowes Mailstream Evolution Mail Inserting Machine. The inserter was the replacement of an antiquated system. The goal of the project was to implement a system that was much more efficient, reliable, and more flexible with our wide variety of applications. This provided a platform that would allow for other applications to evolve to a more productive format.

During the abatement project of 2011-2012, we were able to plan our Mail Center's layout to better accommodate our new printing/inserting system. The abatement and remodeling of our work area was key to making our processes as efficient as possible.

**Telecommunications**

**Mobile Radio Replacement.** We completed the replacement of more than 900 of the department’s analog mobile and handheld radios to meet the Federal Communications Commission (FCC) narrow banding mandate by January 2013. This project included the conversion of all radios to P25 digital operation.

**Radio Tower Sites.** Planned, designed and upgraded eight NDDOT radio tower sites (Bottineau, Columbus, Killdeer, Hannover, Mylo, Petersburg, Cayuga and Wishek), which included slab, wave-guide ice bridge, halo ground system, pre-fab building, generator and propane tanks. This required transferring all radio and associated equipment from the old buildings into the new buildings.

**Cameras.** Planned, installed and maintained approximately 40 PTZ (pan/tilt/zoom) cameras.

**Traffic Recorders.** Supported and maintained 55 Automatic Traffic Recorders.

**Roadway Weather Information System.** Supported and maintained 24 RWIS sites (Roadway Weather Information System).

**Weigh in Motion.** Supported and maintained 12 WIM sites (Weigh in Motion).

**Dynamic Message Signs.** Planned, maintained and supported 27 permanent and 30 portable DMS (Dynamic Message Sign).

**Help Desk Support.** PC and printer help desk support at districts and Drivers License/Motor Vehicle remodel projects.
Legal
Paul Seado, General Counsel

Responsibilities and Activities
The Legal Division provides general counsel legal services and advice to NDDOT in all areas, with emphasis on: pre-litigation issues, drivers license and motor vehicle administrative matters, contract development, negotiation, drafting, and administration assistance, review of nonconstruction and construction related contract documents, risk management, legislation, and administrative rule making.

Key Accomplishments
July 1, 2011 – June 30, 2012
• Legal Division held 2,497 drivers license hearings; 2,203 were implied consent hearings (DUIs).
• Legal Division reviewed and assisted with the administration of approximately 1,962 contract documents.

July 1, 2012 – June 30, 2013
• Legal Division held 2,472 drivers license hearings; 2,147 were implied consent hearings (DUIs).
• Legal Division reviewed and assisted with the administration of approximately 2,005 contract documents.

State Fleet Services
Robin Rehborg, Director

Responsibilities and Activities
The function of State Fleet Services is to purchase, manage, operate, maintain and dispose of the state’s licensed motor vehicles (approximately 3,550 vehicles). In addition, State Fleet Services conducts defensive driving course training for all state vehicle drivers, manages the alcohol and controlled substance testing for all state agency and university Commercial Drivers License (CDL) drivers and the NDDOT insurance programs.

Key Accomplishments
Over the biennium, in a continuing effort to “Green” the Fleet, State Fleet collaborated with the Department of Commerce to purchase 10 electric hybrid Chevrolet Volts. One is assigned to Commerce and the rest were placed in the motor pools across the state. State Fleet also worked with the Health Department through a federal grant to purchase other hybrid sedans. Currently, there are 43 hybrid vehicles in the fleet.

In December 2012, State Fleet launched the online DDC program. All state employees that are required to take a DDC course can take it online if they have access to ELM in PeopleSoft, in lieu of attending a live class. State Fleet is continuing to offer live DDC courses across the state.

In June 2012 and June 2013, State Fleet Services was again named in the top 100 of all government fleets by “100 Best Fleets.” This is a contest among the 38,000 city, county, state, and federal fleets.

State Fleet restructured the vehicle replacement schedule in 2013 in an effort to control vehicle costs. This will have an impact on how many vehicles are purchased and sold each year.

State Fleets DDC Instructor was awarded the Outstanding Safety Instructor award in 2012 and 2013.
Drivers License
Glenn Jackson, Director

Responsibilities and Activities
The Drivers License Division provides identification validation, licensing and driver record management services for all North Dakota drivers. Drivers License Examiners process each applicant for licensure in the state, who are evaluated for identity, residency and qualification to include both knowledge and skill, and issued the pertinent permit, license or non-driver identification card, thereby ensuring individuals licensed in North Dakota are fully authorized and capable. Drivers License clerks provide record management services for the division that links the driving record with the court system, to ensure that only those driving errors the individual is convicted of become part of the record. This also involves suspending, cancelling and revoking licenses, enforcing the points schedule, processing hearing requests, collecting funds for driver records and abstracts, reinstatements, verification of insurance, and other actions to ensure the driving record is accurate. The division also provides administrative support for all sites, from logistic support to financial management, to ensure the state wide division team has all the tools necessary for success.

Key Accomplishments
From July 1, 2011, through June 30, 2013, the division processed 419,439 permits, licenses, and identification cards; administered 173,912 written tests, 87,399 driving tests and 309,662 vision tests. In addition, the division processed 74,795 suspensions, revocations, and cancellations; 252,169 traffic citations; 5,311 Temporary Restricted Licenses, and 8,378 hearings.

The division completed a security upgrade program that enhanced employee and license collateral security at all eight main sites. This upgrade involves security cameras, alarms, safes, and restricted access and glass counter windows. The busiest locations have installed a queue processing system to expedite customer traffic and allow customers to make appointments online to avoid delays. The division also placed several processes online, reducing the need for customers to physically visit or call to complete transactions.

Motor Vehicle
Linda Sitz, Director

Responsibilities and Activities
The Motor Vehicle Division administers all programs relating to the titling and registration of vehicles. The division regulates motor vehicle dealers, interstate motor carriers, mobility-impaired parking privileges, and intrastate household goods carriers. It also is responsible for maintaining and making available records created by its various activities. The division serves the public throughout the state through services provided at its central office in Bismarck, seven privatized branch offices, six chamber of commerce offices, seven county treasurer’s offices, in person, by mail, by fax, by email, and through the internet. Five of the branch offices also
provide partial registration services to interstate motor carriers, who no longer need to conduct their transactions in Bismarck. Branch offices located within the same building as the department’s driver’s license testing sites are in Jamestown, Minot, and Dickinson. All of these licensing and registration operations provide enhanced customer service for the citizens of our state.

Key Accomplishments
During the 2011-2013 biennium the division processed more than 3.5 million customer transactions, and responded to approximately 307,000 customer inquiries via telephone, email, letter, and fax. The division registered 978,732 vehicles in FY2011 and 1,014,396 in FY2012.

Use of the on-line vehicle registration renewal system continues to increase. During the biennium 386,944 vehicles were renewed on-line, for an average of approximately 23.56 percent of all renewals processed.

The division increased dealer enforcement, while increasing dealer communication with the Dealer Dispatch quarterly newsletter. The improvement in communication decreased the number of dealer violations and enhanced the relationship between the dealer community and the division.

The Motor Vehicle Division implemented the following enhancements: the electronic training program Computer Based Training (CBT), Extranet communications for the branch offices, designated email communication, eDealer, On-line Temporary Non-resident registrations, Dealer and Counter drop-off paperwork, Renewal line at Counter – assign one counter staff to help renewal only customers, 75 day notary from 45 days. MTI contract for call center, lease agreement calculation sheet allows dealers and consumers to easily calculate monthly payments to determine excise tax due. Online fillable forms for easier processing for Internal staff – Notice of Incomplete, SLP denial letter, Refund denial letters, etc., and established a process where branches are issuing titles.

Responsibilities and Activities
The Safety Division serves to develop, implement, and evaluate the effectiveness of programs designed to reduce traffic crashes and related fatalities and injuries.

Key Accomplishments
Data Analysis Section
The Data Analysis Section of the Safety Division is responsible for statistical analysis within the NDDOT including the Crash Reporting System which collects data from every law enforcement agency in North Dakota. The section is also responsible for research and statistical analysis of that crash data.

- Completed the annual Crash Summary, Critical Crash Analysis and the NDDOT Construction Cost Index.
- Provided crash mapping and analysis to various customers of the NDDOT.
- Processed paper crash reports within 15 days.
- Upgraded 59 TraCS agencies to Version 10.
- Added eight agencies to electronic crash reporting (TraCS).
- Eighty-six percent of crash reports are received electronically through TraCS.

Traffic Safety Office
The Traffic Safety Office is responsible for the administration of grant programs to change driver and passenger behaviors to reduce injuries and fatalities caused by motor vehicle crashes.

- Provided grant funding and program coordination for the eight regional DUI Task Forces consisting of state, county, city, and tribal law enforcement working jointly to conduct highly visible, sustained DUI enforcement to deter the problem of impaired driving in the state. Contracted for the services of a Law Enforcement Liaison, a retired former law enforcement officer and administrator, to work with law enforcement agencies on a statewide basis to build capacity within the enforcement program.
- Provided resources to law enforcement to increase the number of Advanced Roadside Impaired Driving Enforcement (ARIDE) training and Drug
Recognition Experts (DREs) in the state to improve the identification, arrest, and prosecution of drug-impaired drivers.

- Developed and aired a new safety ad that tells the true story of a North Dakota family, the Duet-schers, a young man, his pregnant wife, and their 18-month old daughter, who were all killed by a drunk driver. The drunk driver was also killed in the crash. The ad is a heart-wrenching, real portrayal that drunk driving kills. The 60-second TV ad can be viewed at the following link: http://www.youtube.com/watch?v=L01G6glPCxU.

- Provided continued grant support to the North Dakota Driver and Traffic Safety Education Association (NDDTSEA) to tailor the driver’s education curriculum used in the state of Oregon for use by driver’s education programs in North Dakota. The curriculum moves beyond skills-based driver’s education to include behavioral safety skills and parent education. Also, obtained funding support through private sector businesses for the purchase of in-car video used to record teen driving experiences. The videos are then used in the classroom for activities such as simulated driving situations, situational awareness, movies, discussion and role-playing.

- Conducted two annual Driving Skills for Life (DSFL) programs for teens in Minot and Fargo. The events consisted of a ride and drive session conducted via Emergency Vehicle Operator Course (EVOC) law enforcement officers where the teens had the opportunity to drive through the course under normal conditions and then again while being distracted as someone texted them as they drove.

When participants completed the ride and drive session, they were escorted through a series of traffic safety information, activity and photo opportunity stations.

The program was made possible through program sponsors including the North Dakota National Guard, Westlie Ford (Minot), Luther Family Ford (Fargo) and other traffic safety partners.

- Developed traffic safety radio ads and print ads (for use with newspaper, posters, billboards, etc.) specific to each reservation for distribution on all four reservations.

- Provided grant funds to the North Dakota Association of Counties to provide outreach through public information and education activities to county-level leadership and employees.

- Promoted Parents LEAD (Listen, Educate, Ask, Discuss), an underage drinking prevention program for parents or caregivers that provides resources and information to assist them to prevent underage alcohol consumption. The program is jointly administered between four state agencies: the NDDOT, the North Dakota University System, the North Dakota Department of Human Services, and North Dakota State University Extension Service.
The Office of Project Development includes the Bridge, Design, Environmental and Transportation Services and Materials and Research Divisions. This office is administered by Ron Henke, Office Director and Deputy Director of Engineering.

**Bridge**
Terry Udland, Engineer

**Responsibilities and Activities**
Bridge Division’s primary responsibilities include:

- Design and prepare plans for construction and rehabilitation of state highway bridges
- Inspect bridges on state, county and city roads.
- Rate bridges for load-carrying capacity.
- Write project concept reports.
- Write structural hydraulic reports.
- Issue drainage permits.
- Develop and analyze roadway hydraulics

Based on need, Bridge Division is continuously planning and scheduling the rehabilitation and the replacement of the state’s existing bridges.

**Key Accomplishments**

**Design Section**
Designed and prepared plans for nine new bridges/bridge widening’s, seven new box culverts, and 11 box culvert extensions, 31 sites of miscellaneous work for rail retrofits, approach slabs, deck overlays, bridge painting, and general maintenance. Assisted consultants and reviewed their design and plan preparation on 17 projects.

Some of the new bridges are:

- ND 26 over Lake Ashtabula.
- Rice Lake on US 83 south of Strasburg.
- Baumgartner Lake on US 83 south of Linton.
- Green River on ND 22 north of Dickinson.

_Sibley Bridge, ND 26 over Lake Ashtabula._
Structure Management Section
Processed over 6,000 bridge routine inspection reports through cooperation with the bridge inspectors from NDDOT’s eight districts, performed special nondestructive inspections on 23 pin and hangar bridges, and completed underwater inspections on 22 bridges. These special inspections were done through contracts with consulting engineering/testing firms.

Structural Management also rated new and existing bridges for load carrying capacity in conjunction with the ND Highway Patrol Permit Section and analyzed the bridges on routes for 6,914 movements in 2011 and 8,862 movement in 2012. In the first five months of 2013, there were 3,423 movements analyzed before the launch of the automated routing and permitting system. The routing system has reduced the monthly analysis to approximately 40 in July and 75 in August.

Preliminary Engineering and Hydraulics Section
Provided the hydraulic analysis for over 30 grade raises on state highways and provided analyses and coordinated the monitoring of bridges during the record flooding of the Missouri River.

Prepared hydraulic reports for new structures at 11 highway water crossings, assisted consultants, and reviewed their hydraulic reports and plans on numerous projects.

Some of the Hydraulic Reports were for:
• Four structures on the new Watford City Truck Reliever Route.
• Two bridges on US 85 over the Little Muddy River north of Williston.
• A bridge on US 281 over the James River at New Rockford.

Design
Roger Weigel, Engineer

Responsibilities and Activities
The Design Division’s primary responsibilities are to develop concept reports, plans and specifications for construction projects on the state and federal highway system, develop environmental documents and obtain federal approval, provide CAD support, prepare right of way plats, coordinate and conduct all aerial photographs and surveys, utility coordination on state highways, maintain design policies in the Design Manual, and provide technical support for design consultants.

Key Accomplishments:

Bypasses/ Truck Reliever Routes
The NDDOT has been responsive in trying to meet the needs of several of the cities that have oil related traffic running through the heart of their community. In these western cities, several alternatives were looked at to alleviate the traffic, including improvements on the existing roadway and looking at the addition of bypasses or truck reliever routes around the communities. Bypasses and truck reliever routes are complex projects that would typically take close to a decade to plan, design, and then construct. The NDDOT and their consultants have worked proactively in creating dual track planning, environmental, and design to truncate the timelines as much as possible while still following the applicable state and federal laws. These actions in addition to committed teams of people have made these projects a success, which will change the face of these communities in the oil impacted areas.

Williston Northwest. Started November of 2011, a temporary bypass was constructed in 2012, and has been functioning for over a year to relieve some of the truck traffic within the community. The permanent northwest bypass has been split into several phases with the first two phases incorporating the south 2.5 miles is to be bid in the fall of 2013. The remaining phases are currently being developed.

Alexander. Started in November of 2011, the environmental process was completed and the design process is nearly complete with the anticipation the project will be bid in spring 2014.

Dickinson. Started in November 2011, the intermediate bypass is currently under construction. The 116th Avenue Interchange along with the permanent bypass is currently being developed.

New Town. Started in November 2011, project development is nearly complete with the anticipation the project will be bid in the fall 2013.

Killdeer. Started in October 2012, the environmental process is currently being developed.
**Watford City.** Started in April 2012, project development for the southwest phase is complete with the groundbreaking ceremony for construction occurring in September 2013. The remaining south-east phase is currently being developed with the anticipation the project will be bid in spring 2014.

**US 85, Watford City to Junction US 2, Four-Laning**

This project began in the spring of 2012 with a monumental task of four-laning US 85 from Watford City to the of Junction US 2 at Williston. A consultant was brought on board to complete the development process. The project consists of widening the existing road to accommodate four lanes of travel with a 20-foot paved median and eight-foot paved shoulders. During the environmental document and plan development process the project was divided into five segments. Three of the five segments have been designed and are under construction. The first two segments are from Watford City to south of Alexander and the third segment is from north of Alexander to County Road 16. The environmental study is nearly complete for the fourth and fifth segment from County Road 16 to junction of US 2 and is currently under design. The fifth and farthest north segment includes a new bridge to replace the Lewis and Clark Bridge that spans the Missouri River.

**Oil Road Projects**

Development of North Dakota’s oil and gas resources have substantially increased the truck traffic on the highways in western North Dakota. Many of these highways are being improved to increase load carrying capacity and handle the additional traffic volumes. In addition to the four-laning of US 85 from Watford City to US 2 and the construction of bypasses and truck reliever routes, many other highways are being improved in western North Dakota. For example, the load carrying capacity has been increased on much of US 2 from the Montana state line to US 52 by performing concrete overlays or asphalt overlays. Passing lanes or Super 2s have been constructed on some highways to allow more opportunities for passing. Many turn lanes have been constructed, including some paid for by private industry.

**Killdeer Roundabout**

Increased traffic volumes in western North Dakota have increased the delays on cross roads with stop conditions. One such location is the junction of ND 200 and ND 22 south of Killdeer. The delays on the cross roads were progressively increasing. Crashes were also increasing. This warranted an improvement to reduce delays, improve the flow, and reduce crashes. A roundabout was selected as the best solution. The roundabout decreases delay times, improves traffic flow, decreases conflict points for potential crashes, and decreases the severity of crashes. The roundabout south of Killdeer was the first for the NDDOT. Because of the success at Killdeer, other locations are being studied at this time.

*Roundabout at junction of ND 200 and ND 22 south of Killdeer.*
Environmental and Transportation Services
Mark Gaydos, Engineer

Responsibilities and Activities
The Environmental and Transportation Services Division provides support and allied services necessary to carry out project development activities within the department. Activities are coordinated with roadway design, bridge design, and material divisions to assure that projects are developed in a timely and cost effective manner while maintaining appropriate sensitivity to environmental and cultural resource concerns. They assure that affected property owners are treated fairly in conformance with applicable state and federal laws and all applicable rules and regulations.

The division is comprised of five major functions, which include: Environmental Services, Cultural Resource Services, Right of Way Services, Consultant Administration Services, and Technical Services.

Environmental Services
The environmental services are provided by two sections. They provide guidance, procedures, and project documentation to assure proposed projects comply with the National Environmental Policy Act, and other related federal and state laws and regulations.

They perform wetlands services such as, delineations, development of mitigation sites and banks, and monitoring of mitigation sites and banks. Other responsibilities include studies and coordination with threatened and endangered species, migratory birds, wildlife, biological assessments, noise, stormwater, and material clearances. They prepare and obtain necessary project permitting associated with federal and state requirements and environmental commitments and mitigation are tracked to ensure compliance for impacts related to highway construction projects.

Cultural Resource Services
The Cultural Resource Section provides guidance, procedures, and project documentation to assure proposed projects comply with the National Historic Preservation Act and other related federal and state laws and regulations.

The section performs archaeological services, inventories, mitigation, and monitoring of historical sites, and monitoring of construction projects to ensure compliance. The section also provides tribal consultation, agency coordination, and completes the necessary project permitting associated with federal and state requirements.

Right of Way Services
The Right of Way Section provides services related to the acquisition and management of all real properties necessary for highway purposes including, highway right of way, rest and recreation areas, and tracts of land necessary for the restoration, preservation, and enhancement of scenic beauty adjacent to the state highway system.

Technical Services
The Technical Services Section develops the department’s Standard Specifications for Road and Bridge Construction, Supplement Specifications, Special Provisions, Value Engineering for Construction Projects and other associated engineering studies.

Technical Services is the department’s liaison with tribal governments on Tribal Employment Rights Ordinance (TERO) issues. The section develops and negotiates agreements with TERO offices for department projects on reservations.

Key Accomplishments:
July 1, 2011 to June 30, 2012

• Provided about 1,200 Certificates of Approval on material sources used for the highway construction program. The material source clearances are performed to ensure compliance with cultural resource and environmental requirements.

• Provided storm water site visits and reviews on highway construction projects to ensure compliance with National Pollution Discharge Elimination System and Municipal Separate Storm Sewer System requirements. The inspections results are used to develop guidance and reference materials and in training efforts. Training was provided to about 500 design, construction, and contractor staff in the state and included a partnership with the Associated General Contractors to deliver the training to contractors.

• Developed a Documented Categorical Exclusion process to streamline the environmental review of highway construction projects. The process was developed in conjunction with the Federal Highway Administration and other federal agencies.
Responsibilities and Activities

Our division’s primary responsibility is assurance of the quality and economy of highway and bridge construction through the control of materials.

The division is made up of the following sections: Bituminous, Geotechnical, Gravel Prospecting, Testing Laboratory, and Pavement Design and Research.

Key Accomplishments

Testing Laboratory

• Tested and examined aggregate, cement, soil, paint, glass beads, and other materials during the construction process. Served as a materials testing resource throughout the state during preconstruction and construction phases.

• Maintained national accreditation for the testing laboratory.

• Conducted training within the Transportation Technician Certification Program by providing instruction and demonstrating test procedures to construction and consulting personnel.

• Obtained, prepared, and distributed samples for the aggregate reference sample program which was completed by NDDOT and industry participants.

• Tested high volumes of materials throughout the soils, aggregate, chemistry, and cement/concrete labs.

Geotechnical Section

• Provided recommendations for roadway grading, embankment and bridge construction, landslide repairs, and support for construction personnel. Conducted soil borings, instrumentation, monitoring, and field evaluations.

• Designed the embankment stability of the Rose Coulee Bridge in Fargo using pervious cellular concrete fill.

• Developed the geotechnical studies and investigations manual.

• Completed landslide repairs for ND 22 and US 85 through the badlands.

• Assisted in the rewrite of the NDDOT Standard Specifications for earthwork construction.

Bituminous Section

• Tested all types of asphaltic materials used on construction projects.

• Evaluated and approved Superpave mix designs completed in the eight NDDOT districts during construction season.

• Act as dispute resolution between contractors and district personnel for mix design practices and procedures when problems developed.

• Assist in development of specifications, plan notes, and construction procedures for use of recycled asphalt pavement (RAP).
• Develop specifications and requirements for warm mix asphalt for use in late season paving.

• Monitor all asphalt paving in the state and handle questions about mix designs, specifications, bituminous materials, and construction issues during paving.

• Monitor Quality Control/Quality Assurance compliance.

• Train and demonstrate mix design and liquid asphalt testing for bituminous certification classes.

**Pavement Design and Research Section**

- This section has significantly increased the number of pavement designs and recommendations produced for NDDOT designers and consultants working on NDDOT highway projects. This is due to expanded activity in the oil producing areas and required rehabilitation activities in the other state’s regions.

- Collected pavement surface profile data to support NDDOT’s “Ride Specifications” to ensure contractors construct smooth, long lasting pavements.

- Collected Falling Weight Deflectometer (FWD) data for pavement and subgrade strength data in support of NDDOT districts’ efforts to administer springtime load restrictions.

- Review welder qualifications to certify them for work on NDDOT projects and review geotextile material certifications for NDDOT specification compliance.

- Research projects conducted include evaluation of warm mix asphalt pavements; pavement marking materials; pipe liner on large diameter culverts; demonstrated “Safety Edge” asphalt pavement edge treatments; and research of a stabilization process of soil/base layers for asphalt pavements.

**Gravel Prospecting Section**

- Located quality aggregate sources close to upcoming major state highway projects throughout North Dakota. Optioned, tested, and advertised through bidder’s plans and proposals the aggregate sources. This information includes pit plat drawings, boring logs of test holes of the aggregate source, pit lists of lab data and other pertinent information the contractor may need for mining plans and bidder costs.

*Field testing for gravel.*

- Test, monitor, and evaluate state owned aggregate resources for use in upcoming projects, release of exhausted resources, and collect rental payments from landowners who are renting resource pit land.

- Maintain an aggregate information database, pit usage, and compile usage reports.
The Office of Operations includes the Civil Rights, Construction Services and Maintenance Divisions. This office is administered by Ron Henke, Office Director and Deputy Director of Engineering.

Civil Rights
E. Diane Laub, Director

Responsibilities and Activities
The Civil Rights Division manages seven federally-mandated (USDOT) programs:

- Disadvantaged Business Enterprise (DBE).
- On The Job Training (OJT).
- DBE and OJT Supportive Services.
- Contractor Compliance Reviews.
- Labor Compliance.
- Title VI and Nondiscrimination/ADA.
- Internal EEO/AAR/Title VII.

Key Accomplishments

July 1, 2011 to June 30, 2012

- Established the first state contract for providing telephone-based language assistance interpretive services for all NDDOT customers as required by Title VI.
- Initiated first online courses for DBE firms on quoting NDDOT projects, Recordkeeping, Retention in the Workplace, and Risk-Safety Management.
- The Request for Reasonable Accommodations form was developed and made available to the public on the NDDOT website.

July 1, 2012 to June 30, 2013

- Exceeded our annual goal of contractors hiring certified Disadvantaged Business Enterprises firms on federally-funded construction projects.
- Successfully addressed changes in the interpretation of Davis Bacon for truckers on federal aid highway projects by establishing written scenarios to help construction supervisors understand the Davis Bacon requirements in very specific examples.
- Public Participation Surveys were distributed to attendees at public meetings to gather demographic information to evaluate that all populations are fairly represented in the transportation decision making process.

Contractor Compliance Review

The annual review of at least 10 prime contractors in the requirements of a broad spectrum of EEO laws and programs including the Civil Rights Act of 1964 as amended and related NDDOT contract special provisions of OJT, DBE, and affirmative action.

Disadvantaged Business Enterprise Program (DBE)

This certification program is for transportation-related firms that are owned and controlled by minority, female, and other socially and economically disadvantaged businesses.
disadvantaged individuals. The department encourages the use of DBE contractors through the assignment of goals on federal-aid highway construction projects. Project goals are based on the potential for DBE participation, type of work, location, and total contract dollar amount. Prime contractors must meet the assigned project goal or show good faith efforts toward meeting their goal. The department also provides support and training to DBE firms to assist them in growing out of the program.

**On-the-Job Trainees (OJT)**

This program provides partial salary reimbursement to prime contractors for training minority, women, and other socially and economically disadvantaged workers in the skilled craft classifications. Prime contractors are assigned trainee positions based on their total project dollar amounts. Trainees graduate to journey workers in their skilled craft upon completion of their program hours. This program is geared to prepare individuals to take full-time jobs in the construction industry to meet the needs of contractors who have employees retiring or leaving for jobs in other industries.

**DBE/OJT Supportive Services**

NDDOT provides technical assistance and support for the DBE and OJT Programs. DBE firms' capacity for business growth and competitiveness are supported by providing training opportunities on construction specifications, bidding/quotings, management, business planning, marketing, and state procurement opportunities. NDDOT monitors OJT trainees' progress in their highway construction training programs and evaluates trainee qualifications and wage rates.

**Labor Compliance**

The division addresses changes in the interpretation of prevailing wage law (Davis Bacon) on federal-aid highway projects, and assisted contractors and trucking employees with navigating and complying with the changes. We screen and investigate employee complaints and handle contractor questions on Davis Bacon compliance on a daily basis. We also monitor the labor rates for construction classifications and provide the information to contractors and others.

**Title VI/Nondiscrimination/ADA**

This program ensures that all programs, services, and activities administered by NDDOT, its recipients, subrecipients, or contractors are free from discrimination.

**Title VII/Internal EEO**

NDDOT ensures the recruitment and selection of regular and temporary employees is done in a discrimination-free manner and that the work environment is free of discrimination.

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**Construction Services**

Cal J. Gendreau, Director

**Responsibilities and Activities**

The Construction Services Division administers highway construction contracts. The division is responsible for highway construction bid openings, contracts, bonds, and contract payments. The division provides services in contractor pre-qualifications, construction scheduling, engineering reviews, contractor claims, project staffing, construction records, engineering equipment, and various other services.

The Construction Services Division activities can be consolidated into five key operational functions. They are:

- Bid Openings and Contract Payments.
- Contract Services.
- Records Management.
- Construction Services.
- Administrative Support Services.

**Key Accomplishments**

**Online Bidding**

On July 1, 2012; the department went to 100 percent electronic bidding for highway construction projects. Paper bids are no longer accepted. This has greatly reduced bidding errors and improved the efficiency in processing bids and awarding contracts.

**Record Contractor Payments On Dot Construction Projects**

This biennium has set another record for the amount of work the NDDOT has completed. The amount of contract payments made for the 2011-13 biennium: July 1, 2011 to June 30, 2013: $1.079 billion.
Contract Plans and Proposals

Construction Services introduced the Contract Plans and Contract Proposals system to the department. Contract Plans are complete sets of plans with the addendum additions or changes made and saved together. A Contract Proposal is a complete proposal with the contract and addendums added and saved together. Contract Plans are available for project bid openings dated October 2012 and later. Contract Proposals are available for project bid openings dated June 2013 and later. Contract Plans and Proposals can be obtained by anyone on the internet at: https://apps.nd.gov/dot/filenet/public/plansProposalsSearch.htm
Responsibilities and Activities

The Maintenance Division is responsible for NDDOT property management and facilities; safety, health, and emergency responses; Emergency Relief for State highways, budgeting for maintenance operations, capital improvements, equipment, pavement marking, maintenance specifications; the pavement preservation program; Roadway Weather Information System (RWIS); static traffic control devices; Intelligent Transportation Systems (ITS); Billboard program/Junkyard program and load restriction and road condition reports.

Key Accomplishments

Job Safety Analysis/Job Hazard Analysis (JSA/JHA)

Safety is paramount to NDDOT and the Maintenance Division is responsible for a variety of safety-related topics, including a review of employee accidents, an employee safety program and health services and workers compensation claims. To further reduce injuries and accidents JSA/JHA principles continue to be implemented.

Capital Improvements

Buildings that were funded in this biennium include; Fargo equipment building, New Town and Steele buildings, and 16 salt sheds constructed with our own labor and two contracted out. Repairs were made to the Devils Lake Shop.

Intelligent Transportation Systems (ITS)

ITS improves transportation safety and mobility and enhances productivity through the use of advanced information and communications technologies. ITS technologies assist the Maintenance Division in providing better information to the traveling public. The division’s ITS activities include coordinating the development and deployment of roadway weather information. This includes managing federal ITS grants and projects, providing technical assistance to the districts and developing ITS equipment specifications. The Maintenance Division is responsible for collecting and disseminating roadway and weather information. This information is provided to the general public via the Internet, the North Dakota 511 Travel Information Service, a mobile application, and our Dynamic Message systems (DMS). Additional cameras to view road conditions were added to aid the traveling public.

The Maintenance Division oversees a pilot project using AVL and data collection equipment. The project is intended to improve the efficiencies and safety of the traveling public during snow and ice control operations. Seven permanent Dynamic Message Systems were installed to better inform the public of Amber Alerts as well as travel alerts, no travel advisories, and road closures.

Emergency Response Efforts

The department has committed the use of its equipment fleet and personnel to assist in responding to emergencies such as flooded highways due to excessive snow fall and spring run-off, to other agencies and local governments. The Maintenance Division coordinates the response effort with the North Dakota Department of Emergency Services (DES).

Maintenance Decision Support System (MDSS) and Automated Vehicle Location System (AVL)

The department is active in implementing MDSS. Several states joined together to form a pooled-fund study to jump-start this project, which will continue into the next biennium. The study is being coordinated with the automated vehicle location and data collection project, which is intended to provide maintenance operators with up-to-date weather information, equipment coordination during adverse weather, and best maintenance strategies to combat poor road conditions caused by the weather.

Equipment

The Maintenance Division continues to pursue equipment that will make the department more efficient and effective. The department has recently purchased 11 additional TowPlows.

The TowPlow through the eyes of the operator.
Local Government
Paul M. Benning, Engineer

Responsibilities and Activities
The Local Government Division administers, coordinates and allocates funds for all county, urban, Transportation Enhancement, Safe Routes to School, and transit federal aid programs and projects. Local Government also provides a liaison between the Federal Highway Administration, county and city officials, and NDDOT divisions and districts during project development. Local Government also assists local entities in getting their projects ready for bid openings, and coordinates the Emergency Relief Program on a statewide basis on behalf of NDDOT.

Key Accomplishments

County Projects
The County Programs Section administered $142 million in state aid provided by HB 1012 (2011-2013 Legislative Session). These funds were spent on oil impacted roads to assist the 17 oil-producing counties in their infrastructure needs due to the increased oil activity.

The County Programs Section also administered the Emergency Relief Program statewide which provided over $300 million in federal funds to repair damaged roads on the State and Local Federal Aid System.

Urban Projects
The Urban Programs Section administered a 55th Street Bridge project in the city of Minot. Federal, state, and local officials gathered on August 13, 2013, for the opening of the bridge and to celebrate what they consider to be the positive outcome of a hard-fought battle and long sought-after dream.

Federal transportation funding provided $20 million for the bypass and bridge. Burlington Northern Santa Fe contributed $1.5 million. The state of North Dakota provided $1.4 million, and the city and county share, including MAGIC Fund money, came to $3.3 million.

Tiger II Grant Bridge project, Minot.
The NDDOT received a $14.1 million Transportation Investment Generating Economic Recovery II grant from the USDOT. The grant was used to reconstruct an intersection at the US 2/55th Street NE junction in Minot, build a grade separation over BNSF’s mainline and service tracks, and upgrade existing county and township roads to serve as a segment of the Minot bypass.

Transportation Enhancement Project

Viking Bridge was a restoration project across the Goose River near Portland that was completed in 2011. The Viking Bridge, originally built in 1885, is the oldest motor vehicle bridge in North Dakota.

The Sitting Bull Visitor Center in Fort Yates was dedicated in May 2013. This Scenic Byway Discretionary Grant funded project is operated by Sitting Bull College. It provides travelers information about places to visit and stories about the people of the Standing Rock Sioux Tribe.

Safe Routes to School (SRTS)

The Washburn Multi-Use Trail and Tunnel restoration project combined both TE and SRTS funding for the construction of a shared use path and rehabilitation of a pedestrian underpass and connecting sidewalks along US 83 and ND 200A. This project was built in the 2011 construction season that connected the downtown of Washburn to the Lewis and Clark Interpretative Center. This project also allowed children, pedestrians, and bicyclists safe passage beneath US 83 in a renovated underpass.

The new surface Transportation bill MAP-21 (Moving Ahead for Progress in the 21st Century) combined the previous Transportation Enhancement (TE) and Safe Routes to School (SRTS) programs into a new program called the Transportation Alternatives Program (TAP).

Transit Projects

The transit program is an important piece of the overall transportation picture. Transit services are a necessity to the people of North Dakota. Transit provides mobility for people and helps keep people who may be living in rural areas or a small community in their homes longer. North Dakota has approximately 36 transit providers which provide services for the general public. For the past two years, transit ridership was over 1.4 million rides, with half of the rides being elderly or disabled populations and half being general public. Transit provides a vital service to the community and the Local Government’s Transit program is committed to work with our partners to provide continued and improved service.

Planning/Asset Management

Scott Zainhofsky, Engineer

Responsibilities and Activities

In support of NDDOT’s mission to, “safely move people and goods,” the Planning/Asset Management Division strives to serve the needs of its customers, including internal NDDOT staff and executives, by providing the highest quality information and analyses, in the most efficient and timely manner the available resources will allow. By providing long-range and system-level visioning, planning, and leadership, the division’s diverse functions and work products support the department’s strategic and investment decision-making processes through data collection, data management, and analysis.

The division is responsible for transportation-planning and engineering-management programs, including (but not limited to):

• Statewide transportation planning and special studies, such as:
  » The long-range strategic transportation plan (currently, TransAction III).
  » Technical planning assistance to local units of government.
» Highway-planning needs and levels-of-service studies.
» Transportation policy planning.
» Maintaining the highway performance classification system and annual report.
» Assessing transportation impacts of various economic sectors.
• Railroad planning and programs, such as:
  » Statewide rail plan.
  » Railroad/highway crossing signals, closures, and surfacing improvements.
  » Rail loan and quiet zone programs.
• Mapping services (e.g. county base maps, highway/tourist map, etc.).
• Traffic data collection, analysis, and forecasting.
• Transportation and roadway data collection and analysis.
• Department-wide asset management, including modeling:
  » The current and predicted condition of the state highway system.
  » Highway system funding needs.
  » Level of service that can be provided based on budgetary limitations.
  » The effects of budgetary tradeoffs between numerous department assets.
• Pavement performance evaluation and condition survey.
• Department engineering-divisions performance management program (i.e. performance measures, goal setting, outcome reporting, etc.).
• Policy and legislation evaluation and research.

**Key Accomplishments**

• Coordinated large international, multi-jurisdictional, cross-border planning efforts with Canadian federal and provincial partners and United States federal and private-sector partners:
  » Completed the Pembina/Emerson Port of Entry Transportation Plan, a conceptual master plan for the long-range infrastructure development of the fifth largest port of entry (by value of trade) between Canada and the United States. This effort entailed coordination and cooperation with Manitoba Infrastructure and Transportation, Transport Canada, Canada Border Services Agency, US Customs and Border Protection, General Services Administration, the private sector Duty Free America, and Federal Highway Administration. It is heralded, in both countries, as a national model of excellence.
  » Initiated a similar cross-border planning team at Portal-North Portal land port of entry.
• Implemented the use of improved technology in several field data-collection processes, saving significant staff time and increasing or improving the available data:
  » Utilized improved technology and winter field data collection, within the weather limits defined by our team’s quality-assurance tests, to begin annual counting of state and county highway traffic in the 17 oil-producing counties, while maintaining the regular traffic-count cycle for the remaining two-thirds of the state. Without increasing staff, this change equated to counting approximately 5,000 locations per year instead of approximately 2,700 locations when one-third of the state was counted each year.
  » Upgraded our pavement-management van to incorporate 3D crack detection and analysis, which automated the pavement-condition scoring process, making us a national leader.
  » Began collecting in-place curve information, during the existing annual pavement-condition data-collection process. This effort allows in-office curve safety and signing evaluations, saving significant travel time and expediting numerous studies each year.
• Developed a spreadsheet model and method to predict truck traffic and cumulative weights due to oil development. The process is being adapted to several oil-shale fields, nationally.
• Secured a $10 million USDOT FY2011 TIGER grant for a cooperative project with BNSF and Amtrak to implement a grade raise from Devils Lake to Church’s Ferry and further worked with BNSF and Amtrak to help fund replacement of the track between Grand Forks and Surrey, North Dakota.
• Updated the statewide long-range strategic transportation plan (TransAction III) – providing guidance for the development of North Dakota’s transportation system and qualifying the state to annually receive federal highway funding (approx. $240 million in 2013).
Responsibilities and Activities

The Programming Division is responsible for coordinating the development of the Statewide Transportation Improvement Program (STIP), managing federal funds, compiling information for bidder’s packages, implementing the department’s scoping process, and completing traffic operations activities. These responsibilities include a system wide perspective as well as project level involvement from early project inception through to project completion.

Key Accomplishments

July 1, 2011 to June 30, 2012

2011 Emergency Relief

Record flooding in 2011 caused extensive damage to state, county and urban federal aid roadways throughout the state, resulting in the statewide need for $517 million to repair damage. Emergency Relief (ER) funding is provided from the Federal Highway Administration’s ER program which reimburses states for the repair or reconstruction of federal aid highways that are damaged in disasters. Programming Section was part of the team effort to identify ER funding needs and take the necessary steps to request and manage the ER funds received.

Increase in Number of Projects Bid

In addition to Programming Section regular activities, the section prepared bid package information for an additional $228.6 million of state funded projects for the biennium.

Scoping State-Funded Projects

Roadways in western North Dakota have been experiencing rapid and significant impacts due to increased truck traffic. In addition to scoping regular projects to identify the best solutions, produce accurate cost estimates for program development, and to reduce scope creep; the Scoping Section completed a long list of scoping reports for oil impact roadway projects. These reports were often needed within very short timeframes and required an understanding of the current needs in Western North Dakota as well as a vision to the potential future needs of the area.

July 1, 2012 to June 30, 2013

Access Requests

In addition to Traffic Operations Section regular

activities, the section assisted the NDDOT district offices in the review of approximately 70 new access/development requests. The recent economic growth within the state has resulted in an increase in access requests and the types of requests have become more complex. Comprehensive review and adherence to guidelines is important to identify and manage the associated impacts to the state highway system while also supporting economic development within the state.

Local Road Safety Plans

NDDOT is concerned about safety on all roadways including state highways, county and local roadways. Crash data indicates that 56 percent of severe crashes in North Dakota occurred on roads operated by local agencies. In 2013 the NDDOT set out to increase the level of participation of local agencies in safety planning and the amount of safety funds directed towards projects on the local systems. To do so, the first step was for the NDDOT to partner with local agencies (including counties and major cities) in order to prepare safety plans for every region of North Dakota. Programming Division has been involved in the partnerships to develop the plans. The Traffic Operations Section of the Programming Division is responsible for managing the federal Highway Safety Improvement Program (HSIP). The new local road safety plans will provide locals with resources to assist them in submitting eligible safety projects. The end result will be effective safety projects to implement on the local road system, with a focus on systemic low-cost safety projects.

Road Safety Review

Preparations began in spring 2013 to conduct a road safety review of the Jamestown bypass beginning at Interstate 94 Exit 256 and continuing through the US 52 and US 52 Bypass intersection. The review was conducted in July 2013. The review included examination of the existing facility by an independent, multidisciplinary team of people. The goal of the review was to determine potential road safety issues and identify opportunities for improvements in safety for all road users on the bypass. Safety projects will be programmed as a result of the review.
District Overview

Responsibilities and Activities

North Dakota's transportation system is divided among eight regional districts. The district engineer is responsible for all the construction and maintenance activities in their designated region. District construction activities include monitoring the conditions of bridges and roadways to determine which roadways should receive the highest priority for reconstruction based on need and available funding. The district then works with the appropriate divisions in the Central Office to establish short- and long-term construction programming of the projects. Planning and design of individual projects is a joint effort with the appropriate divisions within the department. The contract administration of the projects is then handled by the district construction staff.

Maintenance activities consist of roadway and non-roadway maintenance. Included in the roadway activities are crack sealing, blade patching, seal coats and snow and ice control activities. Non-roadway maintenance activities include the issuing of utility permits, drive permits, the Adopt-A-Highway Program, the Interstate Haying Program, the Noxious Weed Program, the Billboard Program, and dealing with all other right of way issues.

The districts also have a partnership with cities and counties to work together on transportation issues. Included in this process is the bridge inspection program in which district personnel inspect the bridges for these entities.
Responsibilities and Activities

The Bismarck District is located in the south central part of the state and lies in nearly even halves on either side of the Missouri River. Of the 2,800 lane miles, 445 are on the Interstate system and 2,355 are on the state highway system. The district staff consists of 96 full-time employees, which is supplemented with approximately five temporary employees for summertime construction and maintenance activities.

Key Accomplishments

During this past biennium, the district has had a very active construction and maintenance program.

Higher than normal precipitation created areas throughout the district where water levels rose high enough to inundate roadways and required grade raises in order to keep them open. Maintenance crews were busy signing and rip-rapping these areas until the grade raise projects began.

A few of the major construction projects completed in 2011 are as follows:

• Bituminous overlay and widening on US 83 from Strasburg to Linton.
• Structural replacement of the US 83 railroad bridge at Sterling.
• Structural replacement of the Heart River Bridge on the Interstate 94 Business Loop west of Mandan.
• Mill and overlay of the Bismarck Expressway from Washington Street to Rosser Avenue.
• Structural replacement of two bridges on ND 1806 north of Mandan.
• Bituminous overlay and sliver widening on ND 3 from the junction of ND 13 to the Burnstad junction.
• Several chip seals and microsurfacing projects throughout the district.

A few of the major construction projects completed in 2012 are as follows:

• Concrete pavement and joint repairs on US 83/State Street in Bismarck.
• Intersection/turn lane improvements on Interstate 94 at exits 152 and 161.
• Box culvert installation on ND 3 at Lake Isabel.

• Several chip and slurry seal projects throughout the district.
• Several grade raises throughout the district on roadways that were inundated with water.

Regular preventive maintenance on all roadways is an ongoing activity for the district. These activities consist of attempting to seal coat the district roads on a seven-year cycle, contract patching the segments of roadway that show distress from the traffic, and using the mini mac to help reduce the impacts from depressed transverse cracks prior to overlay projects. Microsurfacing and slurry seals have proved to be a cost effective solution on high volume roadways.

Other Maintenance activities in the district include:

• Construction of two salt sheds for Maintenance Sections.
• Contract Patching with Maintenance Forces - 2,182 tons of hot mix was placed using the rental paving machine on various highways.
• Transportation technicians assisted with several construction projects.
• Last winter crews put in many long hours dealing with snow and ice issues to help provide good roads for the traveling public.
Responsibilities and Activities

The Devils Lake District is located in the north central part of the state. The district is tasked with the maintenance, construction and administration for 2,304 lane-miles for the state highway system. The district employees 71 full-time employees which handle duties related to construction, maintenance, sign maintenance, shop mechanics and administration. The district maintains the roadways and equipment used throughout the year. The district staff also prepares plans, builds projects and monitors other programs throughout the district.

Key Accomplishments

Construction

2011

• Finished five grade raise projects on Highway 19, building the road up to the ultimate elevation for protection from the rising lake in these areas.
• Completed a grade raise on US 281 from Churchs Ferry north.
• Started the grade raise on ND 2 and completed the west bound lane before winter.
• Continued the large grade raise projects south of Devils Lake on ND 20 and ND 57.

2012

• Finished the grade raise for the eastbound lane of US 2.
• Completed permanent grade raises for ND Highways 20, 15, 30, and 200.

• Completed a mine and blend on ND 52 south of Carrington to improve the ride and comfort for the public.
• Completed the earth work on the grade raises for ND 20 and ND 57 south of Devils Lake.

2013

• Completed an emergency grade raise on ND 200 near Chasley.
• Completed the district-wide rumble strip project for the safety of the public.
• Finished a surfacing project on the large grade raise on ND 20 and ND 57.
• Started a pipe replacement and paving project on ND 20 east of Rock Lake.

Maintenance

• Sections have built five 60 x 60 salt sheds this biennium in Carrington, Rolla, Cando, Langdon and Pekin.
• Continued the use of the mini mac for maintenance and preservation of the roads.
• Had a new 100 x 100 salt building erected at the Devils Lake section.

The prairie pot holes will continue to be areas of concern as they fill with water and inundate the roadway. For the larger grade raise projects on Devils Lake there has been 10.5 million cubic yards of dirt and 1.3 million tons of rock placed to build these roads up and out of harm’s way of the rising water.
Dickinson District
Larry Gangl, Engineer

Responsibilities and Activities
The Dickinson District is responsible for the maintenance on 1,973 lane miles of roadway on the interstate and state highway systems. The district has 62 full-time employees.

Key Accomplishments
July 1, 2011 to June 30, 2012
• Completed ND 22 reconstruction project from Killdeer north approximately 15 miles.
• Completed the reconstruction of US 12 from the Montana line to Rhame.
• Completed the reconstruction of the Hazen bypass.

July 1, 2012 to June 30, 2013
• Construction began in April on ND 22 from Lost Bridge to ND 73 near Mandaree. The project on ND 22 started at the Stark county line and continues north for approximately 13.5 miles. The work consists of widening and mine and blending the current roadway. The project will also add turning and passing lanes and is tentatively scheduled for completion in late fall of 2013.
• Paving started in May on the Interstate Business Loop/Villard Street project in Dickinson. This was the second phase of the project with the first phase consisting of curb replacement.
• Construction work continues on US 85 from Belfield, north 15 miles and Watford City, south four miles. Workers stripped topsoil preparing turn lane, widening and shoulder work on US 85. The project also consists of adding a new pavement surface and adding turn lanes at approximately 20 locations throughout the 33 miles of construction and is tentatively scheduled for completion in the fall of 2013.
• Project on ND 22 in Dickinson from the Heart River Bridge, north to 14th Street West. The project included replacement of concrete sidewalk ramps at intersections, traffic signal upgrades at 15th Street, 21st Street and Wal-Mart intersections, installation of a concrete pavement intersection and new traffic signals at the ND 22 and Museum Drive/12th Street intersection, bridge deck repair to the bridge over Interstate 94, and signing upgrades on ND 22 and Interstate 94.
• Completion of the first roundabout on a state highway in North Dakota. Located south of Killdeer at the intersection of ND 22 and ND 200, the roundabout project provides many benefits to travelers. A roundabout is a circular intersection where drivers travel counterclockwise around a center island. There are no traffic signals or stop signs in a roundabout. Drivers entering the roundabout must yield to the traffic inside the roundabout. The only way to exit the roundabout is to make a right hand turn at your desired highway. In a roundabout, there is no stopping – only yielding. The roundabout is expected to not only improve current traffic flow and safety, but also accommodate the increased traffic the area anticipates long-term.

Roundabout south of Killdeer.
• The Dickinson District website, http://www.nddotdickinson.com/, provides information on state highway constructions projects occurring within the Dickinson District. It features projects on ND 22 and US 85. The website helps to keep travelers informed on the current status of construction projects.
Responsibilities and Activities

The Fargo District is located in the southeastern part of the state, and is responsible for 1,826 lane miles of roadway. The district has 86 full-time employees assigned in four sections: highway engineering, roadway maintenance, vehicle maintenance, and administration.

Key Accomplishments

In the first year of the 2011-2013 biennium, the Fargo District had a successful construction season despite another spring flood which closed both Interstate 29 north of Harwood and ND 46 west of Kindred. District Maintenance was extremely busy assisting in the recovery from the 2011 spring flood, and also continued 24-hour winter snow and ice control coverage in the metropolitan area which started the previous biennium.

In 2011, construction staff took on a challenging construction program with a mix of urban and rural rehabilitation projects. The projects included rehabilitation of the Fargo - Lincoln Tunnel under Interstate 94 for bicycles and pedestrians, the repair of South University Drive embankment failure with lightweight cellular concrete, reconstructing northbound Interstate 29 from the Sheyenne River to Argusville, an unbounded concrete overlay of ND 200 north of Hillsboro, an asphalt overlay of ND 200 south of Hillsboro, and the widening and asphalt surfacing of ND 200 through Portland. The use of cellular concrete was a first for NDDOT and has stopped the embankment from failing due to weight. The unbounded concrete overlay project north of Hillsboro won national awards for smoothness.

In the second year of the biennium, the Fargo District construction season was largely urban work starting with the reconstruction of Main Avenue from West Fargo’s 5th Street East to Fargo’s 45th Street, the reconstruction of Fargo - 10th Street from 12th Avenue North to 17th Avenue North, the widening and deck replacement of the 7th Avenue North bridge over Interstate 29 in Fargo, and reconstruction of ND 200 in Mayville which included an asphalt overlay on ND 200 from Mayville east across Interstate 29. The district also took on multiple emergency relief projects in Sargent and Richland Counties to repair or raise roadways above the new water levels.

The winter of 2011-2012 was relatively mild as compared to the previous five winters and had only one interstate closure. The southeast part of the state got over 12 inches of snow south of Wahpeton requiring Interstate 29 to close from Watertown, SD, to Fargo. The winter of 2012-2013 started out mild, but late winter brought significant snow fall. Interstates 29 and 94 were both closed twice. During the biennium, district maintenance forces completed 96 lane miles of depressed crack repair, 21 miles of chip sealing, 579 lane miles of crack sealing, and 84 miles of gravel shoulder repair.

The Fargo District constructed a new 16 vehicle heated storage building with offices at the headquarters location. This heated storage will improve the responsiveness for getting snow plows operational faster during the colds months and reduce the damage from the sun and weather on the equipment.
Responsibilities and Activities
The Grand Forks District provides administrative support, construction, operations, maintenance, and fleet support for 990 lane miles of state highways in six counties.

Key Accomplishments
During the 2011-2013 biennium’s, the Grand Forks District maintenance forces performed highway maintenance procedures required to extend the life of our roads. Our forces performed routine crack repairs using traditional methods: crack sealing, and other methods to include patching with hot mix, Dura patching and sealing in order to repair broken pavement and severely cracked flexible pavement. In addition we use the mini mac to fill depressed cracks and improve ride.

As an added attempt to preserve our pavement and lesson the reoccurrence of frost boils, drain tile was installed by our maintenance forces where natural springs have created pavement heaving and road breakups with great success. This past year we have installed drain tile at each end of the bridge on ND 66 east of Crystal.

One of our major accomplishments is our winter snow and ice removal operations which were extensive. Our maintenance forces worked long hours and most weekends without break to ensure safe public travel. We take pride in the fact that our forces maintained a low incident rate involving our snow plows during such severe conditions.

Our second major achievement this biennium was to perform concrete pavement repair on Interstate 29, southbound lane from the Joliette Interchange to the Drayton Interchange. Our forces sawed, removed concrete panels, installed dowels and poured concrete to repair a total of 210 locations in short term and at competitive value.

Our third major achievement was our handling of the past spring’s flood events. The Grand Forks District experienced three separate flood events, the first due to spring thaw and an additional two events caused by major spring rains causing flooded roadways and minor damage to the infrastructure. Our forces were operating seven days a week at times flagging locations along our highways where the flood waters have crossed our highways and to monitor our highways during the evening hours when such occurrences could be significantly more hazardous for traffic.

Another accomplishment is the completion by our maintenance forces of the salt shed at the Drayton Section. We received funding for the materials to build salt sheds section sites to include Drayton, Adams, and Cooperstown. We are continuing to construct the sheds with the next site to be erected at the Adams Section. By building the sheds ourselves we are saving the department the cost of labor.

Other accomplishments include the installation of triple 41” x 54” arched culvert along Highway 81 east of Hamilton for two approaches. The work is a major operation taking expertise and knowledge not normally required when installing smaller culvert. As part of the work the district performed ditch cleaning for 2.5 miles to improve drainage from Hamilton to a legal drain to the east. Our forces also vastly improved drainage through Grand Forks along Interstate 29 by performing ditch maintenance.

In addition, maintenance forces added aggregate to sections of ND 18 and ND 200 shoulders where asphalt overlays or patching caused severe drop-offs.

The district completed a Cold-In-Place Recycled Hot Bituminous project on ND 15 from the junction of ND 32 to one mile west of Northwood. This project is the second of this type done on state highways and within the Grand Forks District. Cold-in-place recycling consists essentially of milling the existing road pavement to a predetermined depth in order to recover the material that was used in the original construction. This material is then reprocessed, normally with a stabilizing agent to form a new strengthened pavement layer. After the recycled process was completed the roadway was paved with 1.5 inches of recycled hot bituminous asphalt.

The district completed sliver widening, milling, recycled hot bituminous paving projects on ND 1 from Lakota to Nekoma in 2011 and 2012. These projects totaled approximately 38 miles and improved the roadway width and distresses for the corridor between Lakota to Langdon. Both of projects turned out very well and greatly improved the ride for the traveling public within the Grand Forks District.

In addition to the above two projects, the district has completed a variety of preventive maintenance projects between 2011 and 2013 which covered several miles of the districts roadways. In 2011-2012
the district completed 88.2 miles of mill and overlay projects, 17.2 miles of micro surfacing, 126.4 miles of Slurry/Chip Seals, 47.2 miles of concrete pavement repair/grinding. These projects cover 279 miles combined, which is a significant amount of improved roadway for the public to utilize. Other projects of note are 72.5 miles of signing on Interstate 29 and US 2. District-wide installation of center and shoulder rumbles in 2011. Other project include bridge painting of the Thompson Interchange Bridge, two landscaping projects, lighting project on US 2 at the base, deck replacement of Reynolds Interchange Bridge, and an emergency grade raise on ND 1 at reference point 125.

Minot District
Jim Redding, Engineer

Responsibilities and Activities
The Minot District is located in the northwestern part of the state and is responsible for the construction and maintenance of over 2,300 lane miles of highways. The district has 71 full-time employees. Construction and maintenance activities for the highways in the Minot District are planned, many are designed, and scheduled by the district, and are performed out of the district office and eight outlying maintenance sections. Winter snow and ice control is available as needed at all maintenance sites beginning at 5 a.m., and earlier if needed during emergencies or storm events. Additional support services are provided to the cities, counties, utilities, United States Air Force, and public from the district, which range from everyday activities to emergency responses. Minot Air Force Base is located north of Minot and includes 150 missile launch facilities and 15 missile alert facilities. District maintenance staff provides winter escorts to certain missile movements to these sites on state-county-township roads.

Key Accomplishments

2011 Flooding
As the 2011-2013 biennium began, the Mouse River Valley was in the middle of the worst flooding in recorded history:

- Minot District closed six highways that cross the Mouse River, and two locations that parallel the Mouse River during the flood.
- Minot District also had water over the highway in 14 locations outside the Mouse River basin.
- Six temporary grade raises were constructed in closed basins-meaning no outlet from the basin until water gets higher. The cost for the temporary grade raises was approximately $3.7 million.
- Two permanent grade raise projects were bid and constructed in fall 2011 for US 83 north of Minot ($4.8 million) and ND 3 north of Harvey ($2.8 million).

- Four permanent grade raise projects were bid and constructed in 2012 totalling $38.8 million.
- US 83 Bypass was only north-south route across Mouse River open during flood. When extreme scouring of south abutment and southern pier was discovered, this bridge had to be closed on July 11, 2011. By that time Broadway in Minot and US 2 on east side of Minot had been reopened. An emergency contract was issued to repair the scoured areas, drive additional steel support piling, and add rip rap to sides and bottom of river channel to protect against future scour damage. Total cost for repairs was $1.6 million.

Other Accomplishments

- Asphalt overlays were bid on 84 miles of highways totaling $45.0 million.
- Intersection improvements including turn lanes and signal systems installed at US 2 and 13th Street and US 2 and 55th Street.
- US 2/52 intersection (commonly known as Brooks Junction) slide repairs were completed at cost of $2.4 million.
also was more gradual, and the grade is wider. The grade was also raised at areas where it is near lakes. One of these locations had been inundated with water. In 2012 the roadway was raised at three locations along ND 30 between Lehr and ND 46. These areas were flooded in the spring of 2011.

The bridge across ND 26 near Sibley was replaced beginning in February 2013, and is scheduled for completion in October 2013. This project is unique as traffic is accommodated on the old bridge, then part of the new bridge. This required constructing the bridge half of the width at a time. This type of construction created some unusual construction challenges for the contractor, and accounts for the large amount of time to construct this bridge.

Key Accomplishments
ND 46 four miles east of Gackle was rerouted around a lake rather than through the lake. This project was done in 2012.

ND 13 between Wishek and Lehr was reconstructed in 2011. Surfacing in Wishek, Lehr, and on ND 13 was completed in 2012. The result of the work on ND 13 is a safer more comfortable road. The curves are more gradual, and the grade is wider. The grade was also raised at areas where it is near lakes. One of

- ND 23, Parshall west to Junction ND 8, first district segment of widening/climbing lanes/mine and blend was constructed. Second segment from Parshall east to county line was bid in March 2013 and construction underway as biennium ended. Two additional segments are planned in future to extend this type of improvement continuing to US 83.
- Buildings to contain salt and sand/salt mixture were constructed by district employees at Towner, Velva, Harvey, and Garrison. A larger building was built by contract at Minot.

Responsibilities and Activities
The Valley City District is located in the south central portion of the state. The region includes the cities of Jamestown and Valley City. The district includes the James and Sheyenne River basins and a region known as a prairie chateau, west of the James River. It is the prairie chateau region which does not have an established river system. This lack of drainage creates a large challenge maintaining a transportation system due to flooding of roadways.

The district is responsible for the operation of 1,965 lane miles of roadway. The Valley City District has 71 employees in four functional sections; maintenance, engineering, motor vehicle maintenance, and administration.

Responsibilities include administration of highway construction contracts, roadway design, pavement maintenance, and maintenance of roadside features, removal of snow and ice, and right of way management. The district is the point of contact for questions concerning right of way, access to state highways, utility crossings, outdoor advertising, and many other citizen concerns.

Valley City District
John Thompson, Engineer

US 2/52 interchange slide before repair.
Responsibilities and Activities
The Williston District is responsible for the construction and maintenance of highways in the northwest corner of the state. The district provides support for over 1,934 lane miles of roadway. This includes snow and ice control through the winter months to ensure safe travel for the public, and mowing and removal of debris during the summer months to promote a good image of North Dakota.

Key Accomplishments
July 1, 2011 to June 30, 2012
• Completed Super 2 construction on US 85 between Watford City and Williston, providing additional passing and turning lanes.
• Completed paving and signage on ND 1806 from ND 23 north to Tobacco Gardens northeast of Watford City.
• Completed widening, whitetopping, and turn lanes on ND 23 from New Town to ND 8.
• Completed widening, mine and blend, hot bituminous pavement and passing lanes on ND 8 from ND 23 to 41st Street Southeast in Stanley.
• Completed grade, aggregate base, turn lanes and hot bituminous pavement at the junction of US 85 and McKenzie County Road 30.
• Completed grading and aggregate base on ND 23 from the Four Bears Reservation boundary to 4,000 feet west of the Four Bears Bridge.

July 1, 2012 to June 30, 2013
• Completed the Williston northwest temporary truck bypass, which consisted of widening and paving Williams County Roads 1 and 6 which connect to US 2.
• Completed grading and aggregate base on ND 23 from the Four Bears Reservation boundary to 4,000 feet west of the Four Bears Bridge.
• Completed placing concrete whitetopping on US-2/85 north of Williston to the 13 mile corner.
• Repaired a half-mile section of ND 73 east of Watford City which sustained damage from a landslide.
• Completed widening, whitetopping, and turn lanes on ND 23 from New Town to ND 8.
• Completed hot bituminous pavement and mine and blend on ND 5 from the junction of US 85 to Crosby.
• Completed passing lanes, turn lanes and mine and blend on ND 22 from the junction of ND 73 to ND 23.
# NDDOT History

**1913**
First State Highway Commission formed with three members. Governor L.B. Hanna chairman. No extra compensation.

**1917**
To get newly available federal funds, North Dakota abolished old commission, created new five-member body: governor as chairman, commissioners of agriculture and labor, and two members appointed by governor.

**1920s**
By mid-1922, construction completed on more than 1,000 miles of state highway: 20 were graveled; the rest were only earth-graded.

**1930s**
1935: First drivers’ licenses issued.
The department employed thousands with federal relief funds during the Depression.
In six years in the 1930s, under six governors, seven men served as highway commissioner.

**1940s**
During World War II there was a great shortage of highway materials.
Many highway engineers and other employees left for armed services.
Soldiers returning from Germany cited Autobahn, with its high speeds and controlled access, as model for highway design. This led to interstate program.

**1950s**
Federal Aid Highway Act of 1956 created.
1956: First interstate contracts in North Dakota let for section of US 10 between Valley City and Jamestown.

**1960s**
Interstate work continued.
1968: Highway Building on State Capitol Grounds completed.

**1970s**
1977: North Dakota first state in union to let contract for final stretch of Interstate 29 (between Drayton and Pembina).

**1980s**
With the completion of the Interstate, department needs changed from construction to maintenance. This philosophy exists to the present day.
Walter R. Hjelle retires after a total of 25 years as Highway Department director (1961-1983 and 1986-1988), the longest tenure in department history.

**1990s**
January 1990: North Dakota Highway Department became Department of Transportation (NDDOT). Motor Vehicle Department merged into NDDOT as Motor Vehicle Division.
For the first time, more state funding than just enough to match federal funds is necessary to preserve system built over 75 years. System deteriorating faster than state can maintain it.

**February 1997**: After months of working with consultant, department issues its first strategic business plan.

**January 1993 - February 2000**: Director Marshall W. Moore’s tenure is the second-longest in NDDOT history.

**2001**
Newly elected Governor John Hoeven names new NDDOT Director David Sprynczynatyk to lead the effort to create a Statewide Strategic Transportation Plan involving all government jurisdictions, all modes of transportation, and the public.

**2002**
North Dakota’s first Statewide Strategic Transportation Plan, TransAction, is completed and introduced by Governor John Hoeven and NDDOT Director David Sprynczynatyk.

**2004**
A survey was conducted, in cooperation with the University of North Dakota, to gather information regarding how well the department was meeting the needs
of its customers. The results showed that 82 percent of the department’s customers were either satisfied or very satisfied. The Drivers License and Motor Vehicle Division’s product and service levels earned a 90 percent and 86 percent rating, respectively.

In late 2004, the Highway Performance Classification System was finalized, which was endorsed by the North Dakota Legislature during the 2005 session.

2005

The new Four Bears Bridge was opened in October, followed by the demolition of the old bridge.

2006

Francis Ziegler is appointed by Governor John Hoeven as the new NDDOT director.

North Dakota had 7,385 centerline miles of state highways, and an additional 99,239 miles of county and rural roads, streets, and trails. The 7,385 centerline miles equate to 8,458 roadway miles. At the end of 2006, NDDOT had opened an additional 46 roadway miles as a result of the US 2 four-lane initiative.

2007

TransAction II, the updated Statewide Strategic Transportation Plan, was published in the spring of 2007.

The Interstate 29 reconstruction projects through the Fargo corridor were completed in 2007. Started in 2000, these projects included the reconstruction of six interchanges, seven new loop ramps, 15 new bridges and the expansion of two bridges.

2008

NDDOT completed the four-laning of US 2 between Williston and Minot with the total of 97 miles of four-lane highway added to the system when the project was finished in October 2008.

The new Liberty Memorial Bridge in Bismarck-Mandan was completed in November 2008.

2009

2009 was one of the largest road construction programs in North Dakota. The NDDOT awarded bids on approximately 292 projects which amounted to $383 million in road improvement projects.

NDDOT launched the new NDteendrivers.com website aimed at informing teens about safe driving habits.

2010

The new Drayton-Robbin Bridge crossing the Red River near Drayton was completed.

NDDOT launched a new law enforcement program across the state called the Regional Driving Under the Influence (DUI) Task Force in an effort to deter drunk driving throughout North Dakota.

2011

Construction was conducted for the US 85 Super 2 Project, with intermittent passing and turn lanes, between Watford City and Williston.

2012

Completed temporary bypasses on the northwest side and northeast side of Williston. Also, completed first roundabout project on a state highway on ND 22 near Killdeer.

2013

Governor Jack Dalrymple appointed Grant Levi as the new NDDOT Director.

The 2013 construction program is estimated to bid out approximately $878 million in infrastructure projects across the state, making it the largest construction program in state history.

NDDOT launched a County Safety program to provide additional safety measures on rural roads. The safety program provides funding for implementation of safety measures that may include: enhanced signing for road curves; upgraded signing or pavement markings to improve visibility of intersections; larger regulatory or warning signs, and intersection warning rumble strips.