

Using Technology for Right of Way Efficiency

Oregon's Right of Way Information Tracking
System (RITS)

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Driving Forces for Efficiency Improvements

- 2005: Legislative directive to reduce paper and increase electronic file management.
- 2007: Legislative directive to adopt paperless business environment.
- 2011: Agency directive to reduce staff due to decreasing resources.
- 2012: Legislative mandate to increase supervisor to staff ratios.
- 2011-13: Increases rates in retirement of seasoned right of way staff.



Efficiency Improvements: FileNet – Phase 1

- Based on 2005 Legislative Directive, Right of Way Section implemented project to reduce paper files.
- At the time, Right of Way was storing approximately 10,000 right of way maps and 120,000 files.
- Between 2005-2007, Right of Way Section acquired FileNet software and the necessary hardware to convert files to electronic format.
- In 2007, Right of Way disposed of its right of way paper files and implemented a fully functional electronic management system.
- All files are now secured on a designated server available to authorized users at both the central and regional branches of ODOT.

Efficiency Improvements: RITS – Phase 2

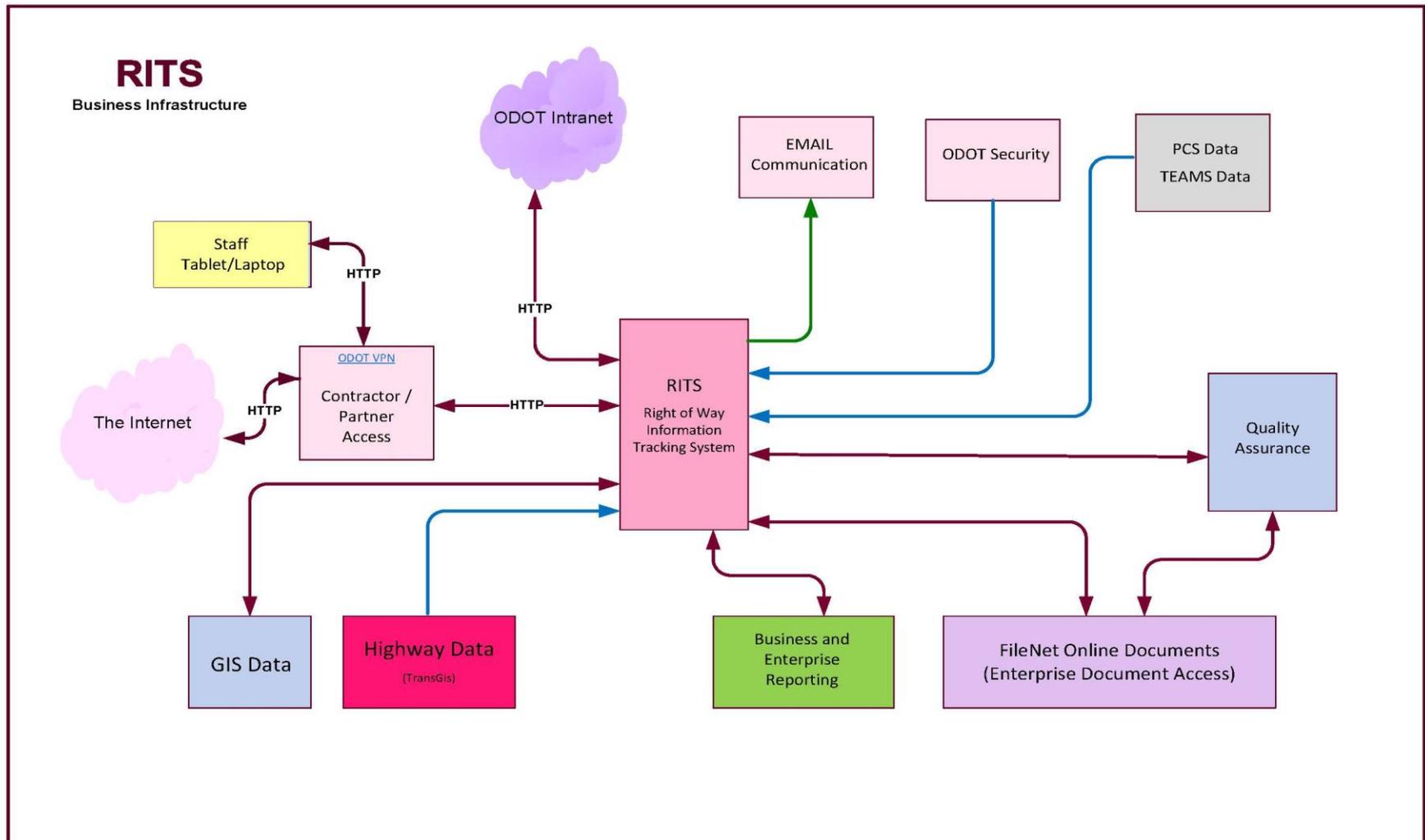
- In light of the success of Phase 1, the legislature directed ODOT to take further steps in reducing the use of paper in its right of way process.
- In 2010, ODOT began a project with Flairsoft to develop a comprehensive system that automated the entire right of way business process.
- The end to end business process was documented as it was currently outlined and the system was developed around the needs of the business.
- Currently, system is in final stages of development and is planned for business rollout in August of this year.



Efficiency Improvements: Post RITS-Phase 3

- Based on the expected automation of the right of way business process through RITS, other technological advances are envisioned.
- Create abilities for regional staff in the field to conduct business electronically, without the need for hard copy forms or paperwork.
- Advance opportunities for electronic signatures and copies of information.
- Enable more timely processing of acquisition payments and/or court deposits.

RITS Framework



Key Features to RITS

- Conduct all elements of business process in one core system as opposed to using multiple systems to complete different parts (Estimating, Authorization, Appraisal/Appraisal Review, Offer/Negotiation, Condemnation, etc.).
- Ability to electronically document and follow a specific file throughout the entire right of way process and receive real time information on status.
- Enable the development of embedded internal controls that prevent users from violating program rules and/or regulations.
- Create standardized forms, closing documents and processes for consistency, yet enable flexibility to address specialized needs.
- Provide opportunities for field staff to use GIS tools to better identify properties targeted for acquisition, and create interconnections with other ODOT systems (i.e. FileNet, GIS, ODOT Financial System etc.).
- Create a quality review/control tool to enable better review processes of closed files.
- Provide a tool to better manage excess right of way and surplus property.



Key Benefits of RITS

- Less time spent on administrative type activities to accommodate staff reductions.
- Better assurance of compliance with rules and regulations to accommodate staff turnover and less management oversight.
- Less paper documentation to meet legislative objectives.
- Increased safeguards to protect against negative audit findings.
- More efficient review and approvals for managers with increased workload.



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