From: Miller, Jennifer (DCE) <Jennifer.Miller@fairfaxcounty.gov>
Sent: Friday, May 15, 2026 6:45 PM
To: Storck, Dan <Dan.Storck@fairfaxcounty.gov>
Cc: Morin, Christine A <Christine.Morin@fairfaxcounty.gov>; Girard, Jennifer <Jennifer.Girard@fairfaxcounty.gov>; Steverson, Gregg <Gregg.Steverson@fairfaxcounty.gov>; Coello, Martha E. <Martha.Coello@fairfaxcounty.gov>
Subject: Updated Board Matter and additional information

Supervisor Storck,

We appreciate the time to revise the management response timelines address in the Active Transportation Projects Study OFPA Report. Gregg, Martha, Active Transportation Team leadership and I met today with the goal of providing aggressive but realistic timelines. Please see the below revised timelines for further sharing with the Audit Committee members.

1. CPMIS (Observation 1, recommendation a, page 50; also Observation 2, second implementation date on CPMIS, pg. 51)

Management response due date: May 31, 2027
Supervisor Bierman motion: Dec 31, 2026
Staff recommended amended due date: March 15, 2027

Explanation:
The FCDOT CPMIS build out and implementation involves 10 modules. We have completed 8 modules. We are working closely with the CPMIS contractor on the module that will address multiple funding sources. Work on the 10th module, reporting, will be done in December. As soon as the 10 modules are complete by the end of this year, we will begin User Acceptance Testing for the whole system. After UAT in January, we will conduct employee training on the new system and two phases of data migration in January and February. After consulting with our IT specialist and contractor, we can aggressively push for a target launch on March 15. A launch in December immediately upon completion of building out the last module is not possible unless we rolled out a new system without completing User Acceptance Testing, staff training, or data migration. Nonetheless, we are implementing interim solutions to address the challenges identified in the Audit Report pending the CPMIS rollout.

2. Establish baselines and initiate tracking (Observation 1, recommendation b, pg 50; also Observation 2, first implementation date on short-term tracking document, pg. 51)

Management Response due date: October 31, 2026
Supervisor Bierman request: August 31, 2026
Staff recommended amended due date: September 30, 2026

Explanation:
Staff plans to combine tracking and reporting of both the (1) existing design through construction phase with (2) scoping phase. While we have some tracking information on the scoping phase, to identify bottlenecks most effectively and better capture performance metrics, we plan to break down subphases including timelines from outside agency reviews. We will leverage the work done on the project delivery

guide to inform this revised tracking process and prior to implementation of CPMIS, will consider leveraging other technologies (like SmartSheet effectively used by LDS) as an interim tracking solution.

3. Standard Project Delivery Guide (Observation 4, recommendation a, pg 55)\

Management Response due date: May 31, 2027
Supervisor Bierman request: June 16, 2026
Staff recommended amended due date: Draft 1: June 16, 2026; Comprehensive Guide: August 31, 2026

Explanation:
We can provide those elements of the project delivery guide identified in the Audit Report by June 16th. This will include an outline of roles and responsibilities, initial descriptions of project phases, and baseline project timelines. We believe that for the project delivery guide to be most useful, we need to develop and include subphase steps along with decision points, handoff timelines, and cost management practices, etc. We have reviewed the 2018 project guide document referenced in the Audit Report, but it is outdated and requires significant rewriting in addition to implementation of new processes we are implementing. By August 31st, we can complete the comprehensive project guide needed to detail the appropriate steps and bring it into alignment with new reporting and flagging mechanisms we are looking to incorporate.

Thank you for your consideration and please let me know if you have any questions or need additional information.

Jen

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