



Washington  
**Secretary of State**  
SAM REED

PRODUCTIVITY BOARD  
Employee Suggestion Program • Teamwork Incentive Program  
6880 Capitol Boulevard • PO Box 40244  
Olympia, WA 98504-0244  
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[www.secstate.wa.gov](http://www.secstate.wa.gov)

## AGENDA

### WASHINGTON STATE PRODUCTIVITY BOARD

Office of the Secretary of State  
Legislative Building  
June 6, 2008  
10:00 – 11:00 AM

- Welcome & Introductions – Board members, staff and audience
- Approval or Correction of Minutes (*May 2, 2008*)
- Monthly Staff Update --Tracy Workman
- Teamwork Incentive Program Applications – Final (*Ivory Report\**)  
--Reviewers: George Masten and Wanda Riley
- Adopts (*Pink report\**)  
--Reviewer: George Masten
- Employee Suggestion Non-Adopts (*Blue report\**)  
--Reviewer: Wanda Riley
- Adjournment

*\*If you have questions regarding the Employee Suggestions please contact Shad Bell at 360.704.5212.*



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**Productivity Board Meeting Minutes**  
May 2, 2008

**WELCOME & INTRODUCTIONS**

Sam Reed called the meeting to order at 10:04 a.m., welcomed all in attendance and began the round of introductions of board members, staff and guests.

**ATTENDANCE**

**Board Members present:** Sam Reed, Mike Kerschbaum, George Masten, Wanda Riley and Terry Teale

**Board Members absent:** Brian Sonntag, Linda Villegas Bremer, Kathleen Brockman, Roselyn Marcus, and Scott Turner

**Staff present:** Shad Bell, Linnaea Jablonski, Dawn Sanquist and Tracy Workman

**Guests present:** Brandon Popovac and Kyle Thiessen, Code Reviser's Office; Brad Avy, House of Representatives; Tom Hitzroth and Daniel Wang, Department of Licensing

**APPROVAL OF MINUTES**

The Board reviewed, moved, seconded, and voted unanimously to approve the April 4, 2008 minutes as written.

**MONTHLY UPDATE**

Public Service Recognition Week begins with Brian Sonntag attending the Vancouver event on Tuesday, May 6<sup>th</sup>, which will be held in Esther Short Park. Brian will welcome everyone and present a Washington State Leadership Award to a State Patrol Sergeant.

Olympia's event will be on Wednesday, the 7<sup>th</sup> beginning at 11:00 with Sam Reed welcoming everyone, then he and Brian will be serving hotdogs. This will be held on the East Plaza Lawn on Capitol Campus, right across from the Tivoli Fountain

Sam Reed and Linnaea Jablonksi will fly to Spokane to attend the event on Thursday, May 8<sup>th</sup>. Sam will also be presenting a Leadership Award to a manager from the Department of Transportation. After that, Linnaea will drive to Richland in order to attend their barbeque.

State Employees Day with the Mariners is Saturday May 10<sup>th</sup> vs. the White Sox with Sam and Brian both throwing out the first pitch.

Shad Bell has been busy educating agencies on the programs. In April he met with: the Arts, Insurance and Human Rights Commissions; Centralia College, Industrial Insurance Appeals Board, Community Trade and Economic Development and the Recreation and Conservation Office.

Linnaea will be starting in Human Resources on May 12<sup>th</sup>; this will be her last meeting.

#### **APPEAL – SUGGESTION #200600074**

Office of the Code Reviser

Linda Villegas Bremer and George Masten reviewed the suggestion and after an overview from Shad Bell, a presentation by the suggester, Brad Avey, and a presentation from the Code Reviser, Kyle Thiessen, the board concurred with the agency non-adopt recommendation. It was moved, second, and *the board voted four yeas and one nay to uphold the agency recommendation.*

#### **EMPLOYEE SUGGESTION ADOPTS**

George Masten reviewed and reported that he concurred with the agency evaluations and recommended approval. It was moved, seconded, and *the board voted unanimously to accept agency recommendations.*

#### **EMPLOYEE SUGGESTION NON-ADOPTS**

Shad Bell reviewed in Linda Villegas Bremer's absence and reported that she concurred with the agency evaluations and recommended approval. It was moved, seconded, and *the Board voted unanimously to accept agency recommendations.*

#### **NEXT BOARD MEETING**

The next Board meeting is scheduled for June 6, 2008 in the Office of the Secretary of State, Legislative Building at 10:00 AM.

- **Reminder:** The reviewers for June are George Masten and Wanda Riley. *Both reviewers will also review any Appeals and Teamwork Incentive Program applications presented.*

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:51 a.m.

Respectfully submitted,



TRACY WORKMAN  
Special Programs Manager  
TW/ds 05/05/08

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Washington State  
Productivity Board

Teamwork Incentive Program – Final Report

June 2008

**AGENCY:** Department of Transportation (DOT)  
**TEAM:** Bridge Preservation Office (BPO) Dive Team  
**PROJECT PERIOD:** July 2006 – July 2007

**OVERVIEW:**

The Department of Transportation previously contracted underwater bridge inspection work mainly to out-of-state consultants. In 2005 the BPO had engineers trained as divers to perform these mandated underwater inspections. After the initial year used to determine personnel and equipment needs, the BPO Dive Team replaced the out-of-state consultants as the sole source for underwater inspections for over 98 percent of Washington State public structures with underwater elements.

**TEAM ACHIEVEMENTS:**

From July 1, 2006 until July 1, 2007, the BPO Dive team completed 78 underwater inspections and performed seven special project dive operations with a significant savings. The special dive project operations were performed to verify bridge scour repairs, exploratory dives to access damage at Colman Dock in Seattle, and video recording of pile placement during construction at Lopez Island Ferry Terminal. In addition to the cost savings, the quality of inspection and reporting has improved.

**ACTUAL NET SAVINGS:**

\$196,596.13

**AWARD APPROVED BY AGENCY:**

\$49,149.00

**TEAM MEMBERS:**

David Bruce  
Shawn Plichta  
Darren Nebergall  
Richard Pawelka  
Jim Harding

\* Reviewers: Wanda Riley and George Masten



WASHINGTON STATE PRODUCTIVITY BOARD  
TEAMWORK INCENTIVE PROGRAM

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Complete this form **AFTER** the project has been implemented.

Administrative Services

This report serves as the application for teams that apply to the Productivity Board after their team project has been implemented. Teams must meet the following criteria:

1. Submit the completed application form to the Productivity Board within one year of full implementation of the team project.
2. The report must be submitted to the Productivity Board by the agency, with the agency head's approval.
3. Teams should demonstrate plans to operate at a lower cost or with an increase in revenue with no decrease in the level of services rendered.
4. Provide a list of all team members and the percentage of savings the team members will share. Note: The percentage of savings/revenue is up to 25%, with a maximum of \$10,000 per person. Also, include the percentage of the share each team member shall receive.
5. The completed team application should include the Team Member Authorization Form and the Agency Authorization Form.

APPLICATION FORM

TEAM NAME BRIDGE PRESERVATION OFFICE (BPO) DIVE TEAM

AGENCY WSDOT

PROJECT PERIOD JULY 2006 - JULY 2007

TEAM OVERVIEW

On December 15, 1967, the Silver Bridge between Ohio and West Virginia collapsed into the Ohio River killing 46 people. In response to this tragedy, the Federal Highway Administration issued the National Bridge Inspection Standards (NBIS). These Standards establish a program for regular comprehensive inspections of all public bridges; including underwater inspections performed by divers at bridges with submerged substructures.

Until 2005, WSDOT contracted this underwater work mainly to out-of-state consultants at an average cost in excess of \$1,000,000 per biennium in 2007 dollars. David Bruce, BPO Special Structures Engineer, proposed the idea to build an in-house dive inspection team. Engineers would be trained as divers to perform these mandated underwater inspections. Our team began dive training in the fall of 2004 to begin production work in 2005. After this initial year to determine personnel and equipment needs, the BPO Dive Team has replaced the out-of-state consultants as the sole source for underwater inspections for over 98% of Washington State public structures with underwater elements.

## ACHIEVEMENTS

From July 1, 2006 to July 1, 2007, the BPO Dive Team completed 78 underwater inspections and performed 7 special project dive operations. Total cost to the State for this 12 month period was \$332,659.03. This is a savings to WSDOT of \$218,111.41 under projected consultant cost. Inspections included State owned bridges as well as Washington State Ferry system and Highway and Local Programs facilities. The special project dive operations were performed to verify bridge scour repairs, exploratory dives to assess damage at Colman Dock in Seattle, and video recording of pile placement during construction at Lopez Island Ferry Terminal. Most of these operations occurred within 24 hours notice.

In addition to the cost savings, we feel the quality of inspection and reporting has improved. There is no requirement in the NBIS that a dive inspector be an engineer. Since three of our team's five divers are registered Professional Engineers, our divers can more accurately determine structural conditions on site at depth. Also, reports written in-house afford a more streamlined quality control process.

## PERFORMANCE MEASURES

The team will need to show how the improvement will be measured, as the process currently exists, and with the anticipated improvements. Please describe and provide the following:

1. Flow chart showing origins, handling, and destination of the process before and after project.
2. List specific team tasks and the associated costs of doing business. Before and after.
3. Process used to track the team's progress.

Performance measures used:

Direct cost to the WSDOT is the performance measure since inspection procedures and team tasks are based on national standards. As previously stated, consultants bid on contracts comprised of various structures typically bundled by geography. Our database contains this amount paid to a consultant for a specific inspection (see Attachment 1, pages 2 to 4). Utilizing the Consumer Price Index (CPI), past inspection costs can be compared in 2007 dollars to the BPO Dive Team expenditures (see Attachment 2). Subtracting these numbers yields the savings. Future cost savings will be realized through greater efficiency on site, performing more work for Washington State Ferries and Local Agencies, and reducing labor costs in report turnaround.

## TOTAL ACTUAL NET SAVINGS AND/OR REVENUE

~~\$218,111.41~~ (see Attachment 1, page 1) *amended 4-15-08 JH*

**Note:** Awards are paid by the agency in which the team is located and/or from the benefiting fund. Awards are based on the total actual net savings or revenue generated by the team during the project period.

## PERCENTAGE OF SAVINGS AND/OR REVENUE THE TEAM IS ENTITLED TO FOR AN AWARD:

25%

**Note:** The percent of savings or revenue (up to 25%, with a maximum of \$10,000 per person) the team is entitled to for an award, shall be agreed upon by the agency and team, prior to submitting this report to the Productivity Board.

## TOTAL TEAM AWARD

~~\$50,000.00~~ *amended 4-15-08 JH*

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Administrative Services

# Amendment

## ACHIEVEMENTS

In the original TIP submittal for the BPO Dive Team, there is an error in the savings to WSDOT. Doug Vaughn discovered that the TEF equipment rental rates for the Dive Rig and Dive Boat were not included in the original proposal. The charges for this equipment were paid by another account in BPO and amounted to \$22,389.20 as reported by TEF. However, the amount of \$873.92 direct billed to WSF and Local Agencies during the submittal year is included in the original proposal. Therefore, the actual savings to WSDOT for the 12 month period is revised down to \$196,596.13 under projected consultant cost.

## TOTAL ACTUAL NET SAVINGS AND/OR REVENUE

\$196,596.13 (see Attachment 1, page 1)

**Note:** Awards are paid by the agency in which the team is located and/or from the benefiting fund. Awards are based on the total actual net savings or revenue generated by the team during the project period.

## PERCENTAGE OF SAVINGS AND/OR REVENUE THE TEAM IS ENTITLED TO FOR AN AWARD:

25%

**Note:** The percent of savings or revenue (up to 25%, with a maximum of \$10,000 per person) the team is entitled to for an award, shall be agreed upon by the agency and team, prior to submitting this report to the Productivity Board.

## TOTAL TEAM AWARD

\$49,149.00

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APR 18 2008

Administrative Services

# BPO Dive Team Production July 2006 to July 2007

## MS 5319 03 WSDOT Structures

Total Expenditures: \$215,291.44      1-Jul-2006      to      1-Jul-2007  
Value of Work Performed: \$255,314.78      equivalent Consultant cost in 2007 dollars (see pages 2-3).  
**Savings to WSDOT: \$40,023.34**

## TA 1114 17 Local Agency Structures

Total Expenditures: \$81,317.07      1-Jul-2006      to      1-Jul-2007  
Value of Work Performed: \$158,376.21      equivalent Consultant cost in 2007 dollars (see pages 3-4).  
**Savings to WSDOT: \$77,059.14**

## MS 5362 01 WSF Facilities

Total Expenditures: \$36,050.52      1-Jul-2006      to      1-Jul-2007  
Value of Work Performed: \$110,079.45      equivalent Consultant cost in 2007 dollars (see page 4).  
**Savings to WSDOT: \$74,028.93**

## Special Projects

Total Expenditures are recorded in the above totals for the various agencies for which the work was performed.  
Value of Work Performed: \$27,000.00      equivalent Consultant cost in 2007 dollars (see page 4).  
**Savings to WSDOT: \$27,000.00**  
**SUM TOTAL OF SAVINGS: \$218,111.41**

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Administrative Services

## BPO Production Dives July 2006 - July 2007

This spreadsheet contains all production dives by the BPO Dive Team. Bridges with 'NEW' in the Last Consultant Inspection column were added to the inventory. The Last Consultant Inspection Charge with (est.) next to the dollar amount is an estimate based on the size, difficulty, and location of the inspection.

CPI Adjustment to 2007 \$  
 2001 1.17  
 2002 1.15  
 2004 1.10

### MS 5319 03 Work Order

Bridge #	Bridge Name	Date BPO Dive Team Completed	Last Consultant Inspection	Last Consultant Inspection Charge	Adjusted To 2007 \$
4/215	Coal Creek Slough	07/19/06	09/27/01	\$ 3,578.00	\$ 4,186.26
5/40E	East Lewis River	07/19/06	09/27/01	\$ 3,578.00	\$ 4,186.26
5/40W	West Lewis River	07/19/06	09/27/01	\$ 3,578.00	\$ 4,186.26
12/12N	Wishkah River	07/20/06	09/21/01	\$ 6,847.00	\$ 8,010.99
12/12S	Wishkah River	07/20/06	09/21/01	\$ 6,847.00	\$ 8,010.99
411/9	Castle Rock	08/07/06	09/27/01	\$ 3,578.00	\$ 4,186.26
101/24	Naselle River	08/08/06	09/28/01	\$ 3,578.00	\$ 4,186.26
101/44	Bone River	08/09/06	09/16/04	\$ 4,951.00	\$ 5,446.10
101/54	South Fork Willapa River	08/09/06	09/29/01	\$ 3,578.00	\$ 4,186.26
101/56	North Fork Willapa River	08/09/06	09/29/01	\$ 3,578.00	\$ 4,186.26
500/16	Lacamas Lake	08/14/06	09/26/01	\$ 3,578.00	\$ 4,186.26
14/122	Wind River	08/14/06	09/25/01	\$ 3,578.00	\$ 4,186.26
14/126	Little White Salmon	08/14/06	09/25/01	\$ 3,578.00	\$ 4,186.26
241/5	Mabton-Sunnyside	08/15/06	09/23/01	\$ 3,578.00	\$ 4,186.26
97/1	Biggs Rapids	08/17/06	01/01/04	\$ 16,978.05	\$ 18,675.86
530/290	Rockport	08/22/06	09/11/01	\$ 6,847.00	\$ 8,010.99
97/355A	Entiat River	09/13/06	10/04/01	\$ 6,847.00	\$ 8,010.99
97/364A	Chelan River - Dan Gordon Bridge	09/13/06	10/04/01	\$ 6,847.00	\$ 8,010.99
155/111 SP	Okanogan River	09/11/06	01/01/04	\$ 8,863.66	\$ 9,750.03
173/10	Brewster Bridge	09/12/06	10/06/01	\$ 9,497.00	\$ 11,111.49
12/915	Snake River - Clarkston	09/20/06	09/24/01	\$ 7,500.00	\$ 8,775.00
290/4.5	Hamilton Street - J.E. Keefe Br.	09/19/06	10/10/01	\$ 6,847.00	\$ 8,010.99
31/36	Pend Oreille River Metaline	09/27/06	10/09/01	\$ 6,847.00	\$ 8,010.99
101/334	Elwah	10/02/06	09/12/01	\$ 6,847.00	\$ 8,010.99
116/5	Portage Canal	10/03/06	09/08/01	\$ 6,847.00	\$ 8,010.99
101/115	Chehalis River Bridge	10/09/06	09/29/01	\$ 6,847.00	\$ 8,010.99
90/220N	Moses Lake	04/23/07	08/12/02	\$ 5,337.00	\$ 6,137.55
90/220S	Moses Lake	04/23/07	08/12/02	\$ 5,337.00	\$ 6,137.55
90/220P	Moses Lake Pedestrian	04/23/07	NEW	\$ 1,000.00 (est.)	\$ 1,000.00

90/225N	Pelican Horn	04/24/07	NEW	\$ 4,000.00	(est.)	\$ 4,000.00
90/225S	Pelican Horn	04/24/07	NEW	\$ 4,000.00	(est.)	\$ 4,000.00
20/211N	Swinomish River - D Berentson	05/23/07	08/08/02	\$ 7,992.00		\$ 9,190.80
20/211S	Swinomish River - D Berentson	05/23/07	08/08/02	\$ 7,992.00		\$ 9,190.80
99/530E	Duwamish R B	06/18/07	08/09/02	\$ 5,381.00		\$ 6,188.15
99/530W	Duwamish River Bridge	06/18/07	08/09/02	\$ 5,381.00		\$ 6,188.15
90/43N	Mercer SL	06/19/07	08/11/02	\$ 4,939.00		\$ 5,679.85
90/43S	Mercer SL	06/19/07	08/11/02	\$ 4,939.00		\$ 5,679.85
90/43W-W	W-W Ramp, Mercer Slough	06/19/07	08/11/02	\$ 4,939.00		\$ 5,679.85
509/5A	Murray Morgan BR	06/21/07	08/12/02	\$ 5,500.00		\$ 6,325.00

Value of Work Performed Sub Total \$ 222,354.71 \$ 255,314.78

### TA 1114 17 Work Order

Bridge #	Bridge Name	Date BPO Dive Team Completed	Last Consultant Inspection	Last Consultant Inspection Charge	Adjusted To 2007 \$
P-2	Prather Bridge	07/06/06	06/19/01	\$ 4,513.00	\$ 5,280.21
I-5	Independence Bridge	07/06/06	06/22/01	\$ 4,701.00	\$ 5,500.17
210000075	Galvin Bridge	07/06/06	06/20/01	\$ 4,324.00	\$ 5,059.08
9641/16.S	South Elma Bridge	07/06/06	06/24/01	\$ 3,110.00	\$ 3,638.70
9654/0.6	Porter Bridge	07/06/06	06/23/01	\$ 4,498.00	\$ 5,262.66
Aberdeen2	North Aberdeen	08/02/06	06/24/01	\$ 4,877.00	\$ 5,706.09
305	Monitor	09/14/06	10/03/01	\$ 3,578.00	\$ 4,186.26
D-3	Monse	09/12/06	06/01/01	\$ 6,847.00	\$ 8,010.99
406A	Dryden	09/14/06	09/26/01	\$ 3,578.00	\$ 4,186.26
411A	Peshastin	09/14/06	10/03/01	\$ 3,578.00	\$ 4,186.26
20912	Wenatchee River Beaver Valley	09/14/06	09/21/01	\$ 3,578.00	\$ 4,186.26
308A	Cottage Avenue	09/14/06	09/21/01	\$ 3,578.00	\$ 4,186.26
CHELAN1	Chelan River Bridge	09/13/06	10/03/01	\$ 3,578.00	\$ 4,186.26
215-1	Palouse River	09/21/06	06/02/01	\$ 3,578.00	\$ 4,186.26
MOSES LK1	Alder Street Causeway	09/18/06	06/02/01	\$ 3,578.00	\$ 4,186.26
223	Orient	09/26/06	09/26/01	\$ 3,578.00	\$ 4,186.26
221	Laurier	09/26/06	09/26/01	\$ 3,578.00	\$ 4,186.26
3389-0.7	Usk Bridge	09/26/06	05/30/01	\$ 3,578.00	\$ 4,186.26
29202A	Chambers Creek Bridge	03/27/07	10/16/02	\$ 3,633.00	\$ 4,177.95
O Shore 4	Razor Clam Bridge	04/11/07	10/19/02	\$ 2,655.00	\$ 3,053.25
O Shore 5	Overlake Drive over Duck Lake	04/11/07	10/19/02	\$ 2,655.00	\$ 3,053.25
O Shore 7	Mt. Olympus Ave.	04/11/07	10/19/02	\$ 2,655.00	\$ 3,053.25
20	20th. Ave. Longview	04/12/07	NEW	\$ 4,000.00	\$ 4,000.00

62	Washington Way Longview	04/12/07	NEW	LA	\$	4,000.00	(est.)	\$	4,000.00
218	Lind Coulee	04/24/07	NEW	LA	\$	4,000.00	(est.)	\$	4,000.00
312	5 NW	04/24/07	NEW	LA	\$	4,000.00	(est.)	\$	4,000.00
LKW3192A	Steilacoom Lake	05/02/07	10/16/02	LA	\$	4,923.00		\$	5,661.45
300000019	Harstine Island Bridge	05/10/07	10/18/02	LA	\$	7,326.00		\$	8,424.90
1	Olympia - Yashiro Bridge	05/10/07	NEW	LA	\$	4,000.00	(est.)	\$	4,000.00
40152	Anacortes Ferry Dock	05/22/07	08/27/02	LA	\$	4,000.00		\$	4,600.00
40153	Guemes Island Ferry Dock	05/23/07	08/27/02	LA	\$	4,000.00		\$	4,600.00
26211A	Fox Island Bridge	05/31/07	10/17/02	LA	\$	14,996.00		\$	17,245.40
	Value of Work Performed			Sub Total	\$	139,071.00		\$	158,376.21

### MS 5362 01 Work Order

Bridge #	Bridge Name	Date BPO Dive Team Completed	Last Consultant Inspection	Last Consultant Inspection Charge	Adjusted To 2007 \$
104/102FT	Edmonds Ferry Terminal	10/04/06	10/01/01	\$ 10,885.00	\$ 12,735.45
20/20FT	Port Townsend Ferry Terminal	10/04/06	10/01/01	\$ 20,200.00	\$ 23,634.00
20/208FT7	Friday Harbor Ferry Terminal	10/26/06	10/02/01	\$ 8,200.00	\$ 9,594.00
20/208FT	Anacortes Ferry Terminal	10/19/06	10/03/01	\$ 30,200.00	\$ 35,334.00
20/208FT6	Orcas Island Ferry Terminal	10/26/06	10/04/01	\$ 8,200.00	\$ 9,594.00
20/208FT5	Shaw Island Ferry Terminal	10/26/06	10/05/01	\$ 8,200.00	\$ 9,594.00
20/208FT4	Lopez Island Ferry Terminal	10/26/06	10/06/01	\$ 8,200.00	\$ 9,594.00
	Value of Work Performed			Sub Total	\$ 94,085.00
					\$ 110,079.45

### Special Projects

Bridge #	Bridge Name	Date BPO Dive Team Completed	Last Consultant Inspection	Last Consultant Inspection Charge	Adjusted To 2007 \$
107/4	Chehalis River Bridge	07/20/06	NEW	\$ 4,000.00	\$ 4,000.00
20/208FT	Lopez Island Ferry Terminal	10/26/06	NEW	\$ 10,000.00	\$ 10,000.00
519/104FT	Colman Dock Anchor Chain	01/18/07	NEW	\$ 4,000.00	\$ 4,000.00
519/104FT	Colman Dock Anchor Chain	03/20/07	NEW	\$ 4,000.00	\$ 4,000.00
5/648E	Steamboat Slough Scour Survey	06/11/07	NEW	\$ 1,500.00	\$ 1,500.00
5/648W	Steamboat Slough Scour Survey	06/11/07	NEW	\$ 1,500.00	\$ 1,500.00
529/15E	Union Slough Scour Survey	06/11/07	NEW	\$ 2,000.00	\$ 2,000.00
	Value of Work Performed			Sub Total	\$ 27,000.00
					\$ 27,000.00



# TEAM AUTHORIZATION FORM

As certified by my signature below, I approve the application as submitted and agree with the information provided in the report.

TEAM MEMBER NAME: David Bruce

JOB TITLE: BPO Special Structures Engineer

Phone #360-570-2570

E-mail Address: bruced@wsdot.wa.gov

AWARD RATIO: 100%

X David R Bruce

2/24/08

Signature

Date

TEAM MEMBER NAME: Shawn Plichta

JOB TITLE: Senior Lead Underwater Bridge Inspector

Phone #360-570-2539

E-mail Address: plichts@wsdot.wa.gov

AWARD RATIO: 100%

X Shawn Plichta

2/26/08

Signature

Date

TEAM MEMBER NAME: Darren Nebergall

JOB TITLE: Senior Lead Underwater Bridge Inspector

Phone #360-570-2536

E-mail Address: nebergd@wsdot.wa.gov

AWARD RATIO: 100%

X Darren Nebergall

2/26/08

Signature

Date

TEAM MEMBER NAME: Richard Pawelka

JOB TITLE: Underwater Bridge Co-Inspector

Phone #360-570-2535

E-mail Address: pawelkr@wsdot.wa.gov

AWARD RATIO: 100%

X Richard Pawelka

2/26/2008

Signature

Date

TEAM MEMBER NAME: Jim Harding

JOB TITLE: Underwater Bridge Co-Inspector

Phone #360-570-2561

E-mail Address: hardiji@wsdot.wa.gov

AWARD RATIO: 100%

X Jim Harding

2/27/08

Signature

Date

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FEB 28 2008

Administrative Services

AMENDMENT

TEAM AUTHORIZATION FORM

RECEIVED

As certified by my signature below, I approve the application as submitted and agree with the information provided in the report.

APR 18 2008

TEAM MEMBER NAME: David Bruce

Administrative Services

JOB TITLE: BPO Special Structures Engineer

Phone #360-570-2570

E-mail Address: bruced@wsdot.wa.gov

AWARD RATIO: 100%

X David R Bruce

4/15/08

Signature

Date

TEAM MEMBER NAME: Shawn Plichta

JOB TITLE: Senior Lead Underwater Bridge Inspector

Phone #360-570-2539

E-mail Address: plichts@wsdot.wa.gov

AWARD RATIO: 100%

X Shawn Plichta

4/15/08

Signature

Date

TEAM MEMBER NAME: Darren Nebergall

JOB TITLE: Senior Lead Underwater Bridge Inspector

Phone #360-570-2536

E-mail Address: nebergd@wsdot.wa.gov

AWARD RATIO: 100%

X Darren Nebergall

4/15/08

Signature

Date

TEAM MEMBER NAME: Richard Pawelka

JOB TITLE: Underwater Bridge Co-Inspector

Phone #360-570-2535

E-mail Address: pawelkr@wsdot.wa.gov

AWARD RATIO: 100%

X Richard Pawelka

4/15/2008

Signature

Date

TEAM MEMBER NAME: Jim Harding

JOB TITLE: Underwater Bridge Co-Inspector

Phone #360-570-2561

E-mail Address: hardiji@wsdot.wa.gov

AWARD RATIO: 100%

X Jim Harding

4/15/08

Signature

Date

**AGENCY AUTHORIZATION FORM**

AGENCY                    WASHINGTON STATE DEPARTMENT OF TRANSPORTATION  
UNIT/DIVISION            EESC BRIDGE AND STRUCTURES BRIDGE PRESERVATION OFFICE  
TEAM NAME                BPO DIVE TEAM

As certified by my signature below, I approve the above named unit/division to participate and receive the agreed upon award in the Teamwork Incentive Program. Awards up to 25 percent of net savings or revenue gains resulting from improvements made during the project period will be distributed according to the agreements made by the agency and team. The Agency Head may determine whether to waive the requirement of signatures from the unit supervisor, and/or fiscal/budget officer. The Agency Head must sign the report if he/she agrees with the team becoming an official Teamwork Incentive Program team.

As certified by my signature below, I have reviewed and agree with the information provided in the team report, and support the team receiving the award recommended in the report.

*Lynn Hieb*

4-23-08

AGENCY PRODUCTIVITY BOARD COORDINATOR

Date

*Bill Ford*

4.21.08

*for* AGENCY HEAD

Date

Note: The agency head has the authority to waive the following signatures:

*Samuel Coff*

Bridge Preservation Eng. 3/2/08

UNIT SUPERVISOR

Title/Date

*Ray Dyer*

Budget Director

4/18/08

AGENCY FISCAL OFFICE

Title/Date

RECEIVED

FEB 28 2008

Administrative Services

Washington State Department of Transportation  
Teamwork Incentive Program (TIP) Authorization Form

Team: Bridge Preservation Office Dive Team  
EESC Bridge and Structures Bridge Preservation Office

Project Period: July 2006 through July 2007

Organization Contact: Susanne McLemore, MS 47321

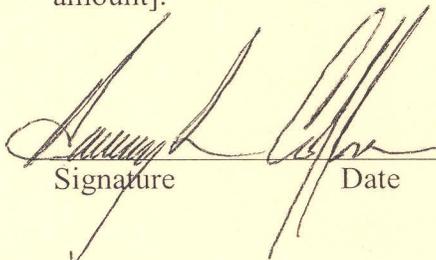
Agency Coordinator: Lynn Hicks, MS 47304, x7433

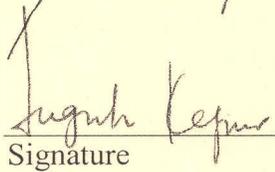
RECEIVED

MAR 18 2008

Administrative Services

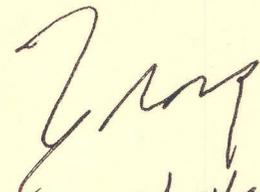
As certified by my signature below, I have reviewed and agree with the information provided in the above named team's report, and support the team receiving the award recommended in the report [or provide rationale and information for a different award amount].

 3/7/08 HARVEY L. COFFMAN, BRIDGE PRESERVATION  
Signature Date Printed Name and Title ENGINEER.

 3/6/08 JUGESH KAPUR - STATE BRIDGE & STRUCTURES  
Signature Date Printed Name and Title ENGINEER

Terry -

I support this nomination. Looking for your support and Paula's support and signature.  3/17/08

J.C.   
3/18/08

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Washington State  
Productivity Board

ADOPT REPORT

June, 2008

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**Department of Transportation**

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<i>Suggestion Number</i> <i>Entry Date:</i>	<i>Suggester Name:</i>	<i>City:</i>	<i>Award</i>
200800128 Mar 2008	Craig White	Tumwater	\$717.90

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<i>Savings/Desc</i>	\$7,179.00	<i>Total Award</i>	\$717.90
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*Suggestion:* The Department of Transportation (DOT) should install new, more efficient water units, then apply to the Water Smart Technology Program for an incentive/rebate to recover part of the cost of installing the new units.

*Evaluation:* The City of Tumwater has agreed to award 75% of the total project cost (\$9,572) for the high-efficiency sinks, which will save the agency \$7,179. We recommend a 10% award to the suggester of \$717.90.

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Washington State  
Productivity Board

NON-ADOPT REPORT

June, 2008

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## Department of Corrections

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*Suggestion Number*   *Entry Date*

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**200500076**                      May 2005

**Suggestion:** The Department of Corrections (DOC) should minimize the number of offenders being transferred into Work Release facilities by increasing the average length of stay in Work Release to a minimum of 120 days.

**Evaluation:** During the 2007 Legislative Session, the Legislature passed ESSB 6157. The Legislature intends that Washington's Work Release facilities be transformed into residential re-entry centers. The bill also goes on to identify what combination of services should be provided to participants and the length of time services should be provided to successfully transition an offender back into society. This legislation was proposed before the review of the employee suggestion.

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## Department of General Administration

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*Suggestion Number*   *Entry Date*

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**200800105**                      Mar 2008

**Suggestion:** The Department of General Administration (GA) should donate surplus cell phones to women's shelters or to the Inter-agency Committee for State Employed Women for their cell phone drive.

**Evaluation:** GA's surplus programs work under the Legislative Authority Surplus Personal Property. Under this RCW, the Department does not have the authority to donate other State agencies personal property. To do so would require a statutory change the agency does not support seeking at this time.

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## Department of Transportation

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*Suggestion Number*   *Entry Date*

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**200800019**                      Jan 2008

**Suggestion:** The Department of Transportation (DOT), Commute Trip Reduction Program, should provide incentives for employees that drive zero-emission vehicles such as free places to plug-in for recharge.

**Evaluation:** Not a new idea. Current law exists that expressly authorizes the purchase of power at State expense to recharge privately and publicly owned plug-in electric vehicles at State office locations where the vehicles are used for State business.

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*Suggestion Number*   *Entry Date*

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200800027      Feb 2008

**Suggestion:** The Department of Transportation (DOT) should group cell phone plans together when possible to share minutes instead of having multiple plans where all the minutes do not get used.

**Evaluation:** Not a new idea. In December 2007, Maintenance Department cell phones were consolidated into shared minute plans and we continue to look at other departments to do the same.

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200800031      Feb 2008

**Suggestion:** The Department of Transportation (DOT) should stagger employee lunch hours.

**Evaluation:** Not a new idea. The State of Washington's Personnel system currently allows for more than 20 different work schedules.

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200800054      Feb 2008

**Suggestion:** The Department of Transportation (DOT) should model its financial reporting system after the Office of Financial Management Enterprise system.

**Evaluation:** Not a new idea. Since 1998, with support from Office of Financial Management (OFM), financial resources and efforts have been focused on transitioning DOT to a state-wide system (Road Map). Since DOT's financial reporting system has been identified for replacement, investing resources to develop additional retrieval systems is not a wise decision.

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200800064      Feb 2008

**Suggestion:** The Department of Transportation (DOT) should install a plug in the conduit in junction boxes to lock the copper wires in place to prevent thieves from pulling them out.

**Evaluation:** Currently thieves are using vehicles to rip wire out of the conduit and we do not believe the proposed solution would prevent theft.

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200800094      Mar 2008

**Suggestion:** The Department of Transportation, Southwest Region Headquarters office, should shut the lights off at night and on the weekends to conserve energy.

**Evaluation:** Not a new idea. Since 2002, we have been installing motion sensors on our light switches. We currently have installed sensors on two thirds of the 3rd floor and have purchased the equipment needed to complete the entire building. Until we can complete the installation we continue to have the janitorial staff shutting lights off when they are done in each area.

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*Suggestion Number*   *Entry Date*

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**200800106**      Mar 2008

**Suggestion:** The Department of Transportation (DOT) should purchase salt by the boat load to reduce the cost per ton.

**Evaluation:** Not a new idea. While we appreciate the employee's suggestion, this is not a new idea. In May, 2007, our Maintenance and Operations personnel researched this as a possibility and found that while obtaining a good price on salt, it does not take into account labor cost to unload the material, the demurrage and storage cost to hold the material or the freight cost to deliver to multiple DOT locations.

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**200800109**      Mar 2008

**Suggestion:** The Department of Transportation (DOT), Washington State Ferries Division (WSF) should stop embroidering the names of employees on their uniforms.

**Evaluation:** Embroidering the names of employees on their uniform provides the traveling public with the name of the employee they are talking to. This is a public-friendly way of making communications with crew members more direct and personal.

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**200800110**      Mar 2008

**Suggestion:** The Department of Transportation (DOT) should purchase the product Ethos FR to use in vehicles to cut fuel consumption by 7-19 percent and fuel emissions up to 30 percent.

**Evaluation:** After researching this product, we find that it is from the same people that created the "gasoline pill" and the "gasoline patch." All of their fuel saving products have been reported as a bust. In fact, they are listed on the World Wide Scam website. We believe this product would not result in cost savings to DOT.

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**200800115**      Mar 2008

**Suggestion:** The Department of Transportation (DOT) should modify the Materials Tracking software for users to return to the "Bid Item List" from any point in the program.

**Evaluation:** Not a new idea. The program was developed in 2003 and includes a link to go back to the "Bid Item List" from each page as this suggestion suggests. This is a training issue and the suggestor has been scheduled for additional training.

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*Suggestion Number    Entry Date*

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**200800121**            Mar 2008

*Suggestion:* The Department of Transportation (DOT) should only print the number of contract plans that the construction office orders to avoid having to find places to store the extra sets.

*Evaluation:* Not a new idea. This suggestion is out of date and refers to a process that was changed several years ago in order to reduce the number of sets of plans being printed. The plans office in each region now determines the specific number of sets that will be sent after award of the project.

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**200800123**            Mar 2008

*Suggestion:* The Department of Transportation (DOT) should install back-up alarms with variable tones and flashing lights on vehicles and equipment.

*Evaluation:* Not a new idea. DOT has required a variable-tone back-up alarms since 2002. We don't believe adding a strobe light as a standard would be effective. In many cases, the vehicle has warning lights on, especially in a work zone.

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**200800135**            Apr 2008

*Suggestion:* The Department of Transportation (DOT) should change the servicing schedule on Class 6A trucks from every 6,000 miles to every 15,000 miles.

*Evaluation:* We are currently following the oil change guidelines from the manufacturer of our vehicles. Making this change would not be consistent with the manufacturer's recommendations.

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**200800148**            Apr 2008

*Suggestion:* The Department of Transportation (DOT) should purchase a guardrail installation machine to be used on a statewide basis.

*Evaluation:* Not a new idea. Since June 2004, at least two of our regions have been considering the purchase of a guardrail installation truck for statewide use. The expense of this type of truck is substantial and the utilization is yet to be determined, which makes this a difficult item to purchase.

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**200800150**            Apr 2008

*Suggestion:* The Department of Transportation (DOT) should modify the existing snow plow design with an adjustable fin or snow chute to avoid hitting signs and signposts with snow.

*Evaluation:* Training issue. Snow plow operators currently have the ability of redirecting the chute to minimize this danger. This issue is covered by Chapter 7 of the DOT Maintenance Manual under Precautions. This section provides clear direction about plowing around signs and signposts. Training has been discussed with the suggester.

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