

KYTC

Information Guide



The Organizational Management Branch of the Office of Human Resource Management produces the Kentucky Transportation Cabinet (KYTC) *Information Guide* in an effort to deliver the best possible service to Cabinet customers. The guide includes a Key Words Index, which helps users quickly locate topics of interest. In addition, the guide contains contact information and details about the Cabinet's organizational structure and operations, thereby enabling customers, as well as employees communicating with customers, to more readily discover whom to contact for assistance.

An online version, which includes links to the websites and charts of the Cabinet's organizational units, may be accessed from the Cabinet's Internet home page, under "About Us": <http://transportation.ky.gov/Pages/default.aspx>



200 Mero Street
Frankfort, KY 40622

NOTE: All listings in this guide refer to locations in Frankfort, Kentucky, unless noted otherwise.



KEY WORDS INDEX

Access Management	Planning
Accounts Payable/Receivable	Accounts
Acquisitions, Right-of-Way	Right of Way & Utilities
Administrative Regulations	Legal Services
Adopt-a-Highway Program	Public Affairs
Advanced Leadership Academy	Professional Development & Organizational Management
Affirmative Action	Civil Rights & Small Business Development
Air Quality	Environmental Analysis
Aircraft Fleet, State	Capital City Airport
Airport Development Program	Aviation
Airport Maintenance	Capital City Airport
Airport Projects	Greater Commonwealth Aviation
Apportioned Registration	Motor Carriers
Appraisals, Right-of-Way	Right of Way & Utilities
Appropriations	Budget & Fiscal Management
Area Development Districts	Planning
Audits: Consultant Firms, Grants, IFTA, IRP, KIT, Lease/Rent Permit Holders Motor Carriers, Utility Relocation Projects	Road Fund Audits
Authority by Wire	Motor Carriers
Auto Dealer: Citations, Complaints Against, False Advertisement, Licensing, Rights Protection	Kentucky Motor Vehicle Commission
Aviation Regulatory Program	Aviation
AVIS (Automated Vehicle Information System)	Motor Vehicle Licensing
Badging, Employee	Graphic Design & Printing
Benefits, Employee	Personnel Management
Bicycle & Pedestrian Program	Planning
Blueprints (Reprographics)	Graphic Design & Printing
Board of Claims	Legal Services
Bridge Maintenance	Maintenance
Bridges: Design, Rehabilitation, Replacement, Widening	Structural Design
Buckle-That-Child Hotline	Highway Safety Programs
Budget	Budget & Fiscal Management
Building Security	Facilities Support
CADD	Highway Design
Capital Construction Budgeting	Budget & Fiscal Management
Capital Construction Projects	Facilities Support
Carpool/Energy	Transportation Delivery
Cash Flow & Budgets	State Highway Engineer
Cash Flow Balances	Program Management
Cash-Basis Statements	Accounts
Categorical Exclusions, Environmental	Environmental Analysis
Certification, Airports & Heliports	Greater Commonwealth Aviation
Change Order Review	State Highway Engineer
Change Orders, Construction Contract	Construction

KEY WORDS INDEX

Charter Services, Air.....	Capital City Airport
Child Passenger Safety.....	Highway Safety Programs
Civil Engineering Scholarship Programs	Professional Development & Organizational Management
Claims, Construction.....	Construction
Classifications, Employee.....	Personnel Management
Clean Air Act.....	Environmental Analysis
Coal Haul System.....	Planning
Collections of Debts.....	Legal Services
Commercial Driver License (CDL).....	Driver Licensing
Commodities/Services Procurement.....	Purchases
Commodity Codes, Miscellaneous.....	Purchases
Compliance, Employee.....	Employee Relations
Condemnation.....	Legal Services
Conference Center.....	Graphic Design & Printing
Congestion Management.....	Planning
Congestion Mitigation & Air Quality Program.....	Local Programs
Construction Estimates.....	Highway Design
Construction Proposals.....	Highway Design
Consultant Services.....	Professional Services
Contract Administration.....	Construction
Contract Advertisement.....	Construction Procurement
Contract Award.....	Construction Procurement
Contract Compliance.....	Construction Procurement
Contract Proposal.....	Construction Procurement
Coordinated Transportation.....	Transportation Delivery
Counseling, Employee.....	Employee Relations
County Road Aid Funding.....	Rural & Secondary Roads
CRASH Database.....	Highway Safety Programs
Cumulative Impact Assessment.....	Environmental Analysis
Dealer-Refund Request.....	Motor Vehicle Licensing
Disadvantaged Business Enterprise Program.....	Civil Rights & Small Business Development
Disciplinary Actions.....	Employee Relations
Discrimination, Employee.....	Civil Rights & Small Business Development
Drainage, Roadway.....	Highway Design
Drive Smart Kentucky.....	Highway Safety Programs
Driver Improvement Course.....	Highway Safety Programs
Driver License.....	Driver Licensing
Driving History Record.....	Driver Licensing
Educational Assistance.....	Professional Development & Organizational Management
EEO Complaints.....	Employee Relations
eMARS (Enhanced Management Administrative & Reporting System) Security.....	Purchases
eMARS (Enhanced Management Administrative & Reporting System).....	Accounts
Emergency Response.....	Incident Management

KEY WORDS INDEX

Employment Practices	Personnel Management
Engineering Procurement	Professional Services
Engineering Recruitment	Highways
Engineering Research	State Highway Engineer
Engineering Technology	State Highway Engineer
Engineering Training	Highways
Engraving	Graphic Design & Printing
Entrepreneurial Development Institute	Civil Rights & Small Business Development
Environmental Analysis (Baseline Studies: Archaeological, Cultural, Historical, Socioeconomical)	Environmental Analysis
Environmental Assessments	Environmental Analysis
Environmental Impact Study	Environmental Analysis
Environmental Process Review	Environmental Analysis
Environmental Violation	Environmental Analysis
Equal Employment Opportunity	Civil Rights & Small Business Development
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Equipment Sales	Equipment
Estimates, Final	Construction
Evaluations, Employee	Professional Development & Organizational Management
Expenditures	Budget & Fiscal Management
External Audits	Audit Services
Fatal Vision Goggles	Highway Safety Programs
Federal Discretionary Funding	Program Management
Federal Earmarks	Local Programs
Federal Highway Administration	Program Management
Federal-Aid Funds	Program Management
Federal-Aid Program	Program Management
Ferry Operations Program	Planning
Fire/Tornado Insurance	Facilities Support
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First-Aid Training	Employee Relations
Fiscal Compliance	Budget & Fiscal Management
511	Incident Management
For-Hire Transportation	Motor Carriers
Forms, Cabinet	Professional Development & Organizational Management
49 CFR Part 26	Civil Rights & Small Business Development
FTA (Federal Transit Administration) Grants	Transportation Delivery
Fuel Cards	Equipment
Furniture, Office	Facilities Support
GAAP-Basis Statements	Accounts
Geographic Information Systems	Planning
Geotechnical Drilling, Engineering, Testing	Structural Design
Ghost Outs	Highway Safety Programs
Governor's Executive Committee on Highway Safety	Highway Safety Programs

KEY WORDS INDEX

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Grants, Highway Traffic Safety	Highway Safety Programs
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Grievances, Employee	Employee Relations
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HB 655 Requests & Other Project Requests	Program Management
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Hearings, Driver Licensing	Driver Licensing
Highway Information System	Planning
Highway Mapping	Planning
Highway Performance Monitoring System	Planning
Highway Program Management	State Highway Engineer
Highway Safety Data	Highway Safety Programs
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Human Services Transportation Delivery	Transportation Delivery
IFTA (International Fuel Tax Agreement)	Motor Carriers
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Insurance, Employee	Personnel Management
Intelligent Transportation Systems	Traffic Operations
Interaccount Bills	Accounts
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Inventory, Cabinet	Facilities Support
Investigations (External/Internal)	Inspector General
IRP (International Registration Plan)	Motor Carriers
Job Access/Reverse Commute	Transportation Delivery
Judgment Day	Highway Safety Programs
KOSHA Compliance	Employee Relations
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Leave Sharing, Annual or Sick	Personnel Management
Leave, Family Medical	Personnel Management
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Liaison with Law Enforcement	Inspector General
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Licenses: Bus, KYU, Limousine, Solid-Waste Transporter, Taxicab	Motor Carriers
Licensing, Airport & Heliport	Aviation
Liens, Vehicle	Motor Vehicle Licensing
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Maintenance Standards	Maintenance
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KEY WORDS INDEX

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Materials Standards	Materials
Materials Testing	Materials
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Mock Crashes	Highway Safety Programs
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Municipal Road Aid Funding	Rural & Secondary Roads
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NEPA Requirements	State Highway Engineer
Negotiations, Right-of-Way	Right of Way & Utilities
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Nonemergency Transportation	Motor Carriers
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Out-of-State Travel	Budget & Fiscal Management
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Park-&-Ride Lots	Planning
Pavement Design	Highway Design
Pavement Management	Maintenance
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KEY WORDS INDEX

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Personnel Board Hearings Legal Representation	Legal Services
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Program Development, Highway	State Highway Engineer
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Project Development Training	State Highway Engineer
Project Development	Professional Services
Project Management	Professional Services
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Property Maintenance	Facilities Support
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Public Relations	Public Affairs
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Purchase Requisitions	Purchases
Purchases: Delegated, Emergency, Small	Purchases
Purchases: Engineering, Laboratory, Equipment	Facilities Support
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KEY WORDS INDEX

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Safe Routes to School Program	Local Programs
Safety City	Highway Safety Programs
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Safety Inspections, Jobsite & Building	Employee Relations
Safety Training	Employee Relations
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Socially/Economically Disadvantaged.....	Civil Rights & Small Business Development
Specifications, Construction	Construction
Standard Drawings.....	Highway Design
Standard Specifications.....	Construction
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State Transportation Improvement Program.....	Program Management
Strategic Highway Safety Plan	Highway Safety Programs
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Surplus/Salvage Equipment	Equipment
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Tax Deductions.....	Personnel Management
TC-10 State Funding Authorization Document & Funding Request	Program Management
Temporary Modified Duty Plan (Return to Work).....	Personnel Management

KEY WORDS INDEX

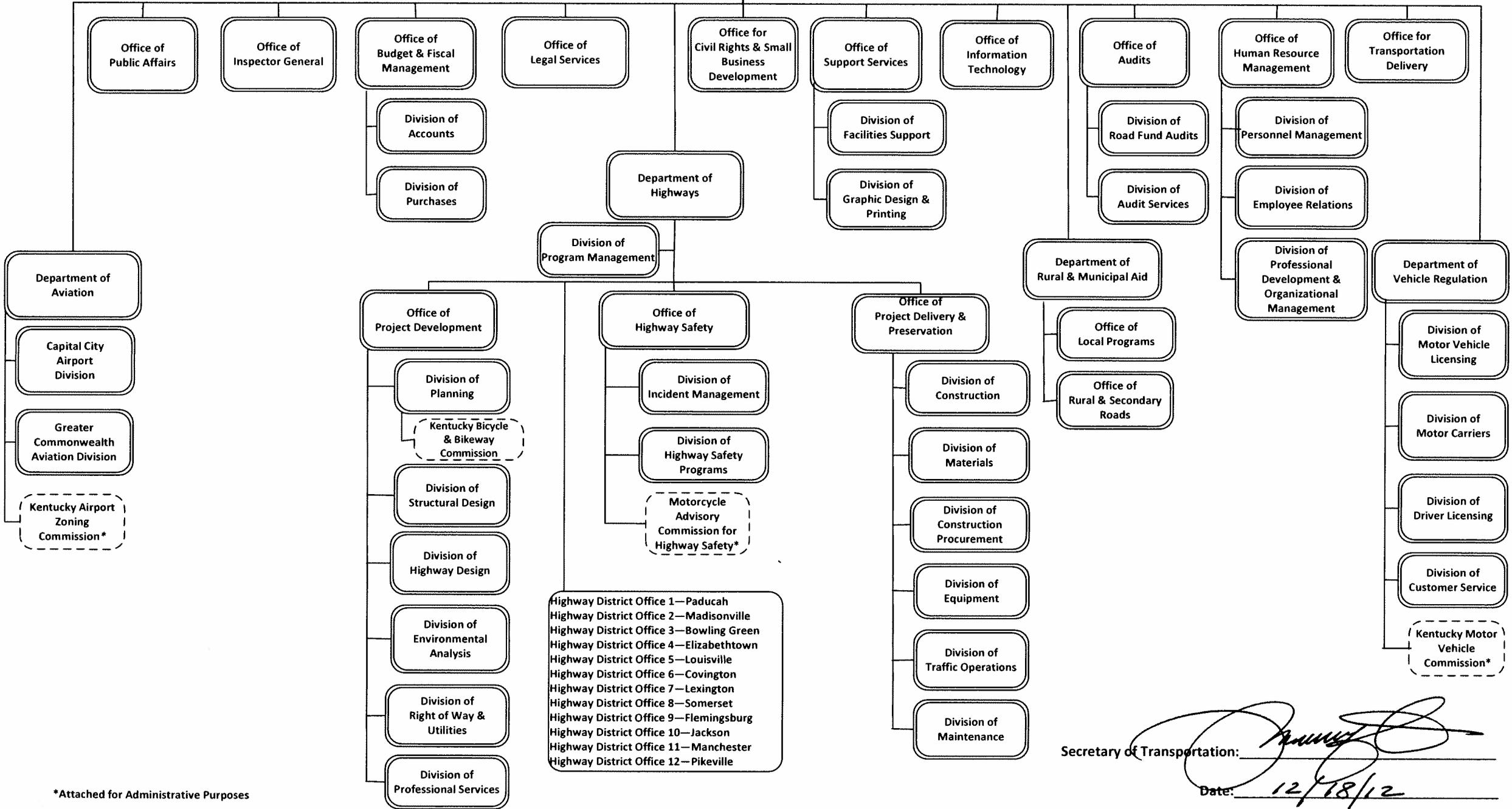
Temporary Tags	Motor Vehicle Licensing
Third-Party Challenge	Civil Rights & Small Business Development
Title Reassignment.....	Motor Vehicle Licensing
Titles VI & VII.....	Civil Rights & Small Business Development
Titles, Vehicle	Motor Vehicle Licensing
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Traffic Counts	Planning
Traffic Engineering	Traffic Operations
Traffic Flow.....	Traffic Operations
Traffic Forecasting.....	Planning
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Traffic Safety Checkpoints	Highway Safety Programs
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Utility Relocation.....	Right of Way & Utilities
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Weather Monitoring	Incident Management
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Weigh in Motion	Planning
Winter Roadway Maintenance	Maintenance
Withholdings, Employee	Personnel Management
Workers' Compensation	Employee Relations
Workplace Violence	Employee Relations



ORGANIZATIONAL CHART



OFFICE OF THE SECRETARY



Secretary of Transportation: 

Date: 12/18/12

*Attached for Administrative Purposes



Secretary of Transportation

SECRETARY	GREG THOMAS
CHIEF OF STAFF	ASA JAMES SWAN
LOCATION	TCOB, 6 TH FLOOR EAST
PHONE	502-564-5102
FAX	502-564-9540

KENTUCKY TRANSPORTATION CABINET comprises ten executive offices and four departments:

OFFICES		DEPARTMENTS
<u>AUDITS</u>	<u>INSPECTOR GENERAL</u>	<u>AVIATION</u>
<u>BUDGET & FISCAL MANAGEMENT</u>	<u>LEGAL SERVICES</u>	<u>HIGHWAYS</u>
<u>CIVIL RIGHTS & SMALL BUSINESS DEVELOPMENT</u>	<u>PUBLIC AFFAIRS</u>	<u>RURAL & MUNICIPAL AID</u>
<u>HUMAN RESOURCE MANAGEMENT</u>	<u>SUPPORT SERVICES</u>	<u>VEHICLE REGULATION</u>
<u>INFORMATION TECHNOLOGY</u>	<u>TRANSPORTATION DELIVERY</u>	

The Cabinet is responsible for maintaining and improving transportation infrastructure of the Commonwealth—including more than 27,000 miles of roadways, 160 licensed airports, and 23 public transportation systems—and for registering approximately 2.7 million licensed drivers and 3.4 million vehicles annually. Moreover, the Cabinet exercises its jurisdiction in the areas of highway safety, public transportation, waterways, railways, aviation, bikeways, and motor vehicle regulation.

MISSION STATEMENT

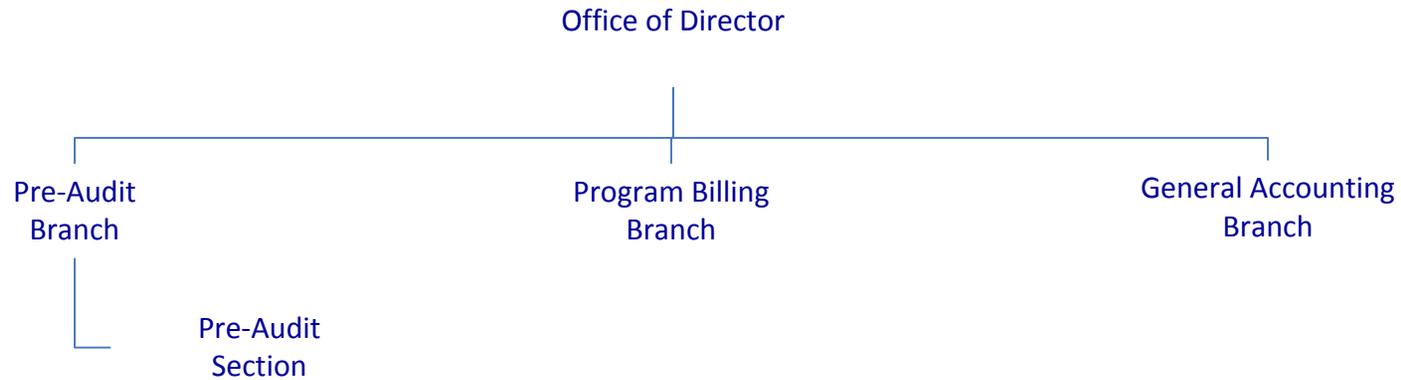
To provide a safe, efficient, and environmentally sound and fiscally responsible transportation system that delivers economic opportunity and enhances the quality of life in Kentucky



Office of Budget & Fiscal Management



Division of Accounts



06-16-2008



Accounts

DIRECTOR	(VACANT)
ASSISTANT DIRECTOR	BOB SCOTT
LOCATION	TCOB, 4 TH FLOOR EAST
PHONE	502-564-7334
FAX	502-564-5621

DIVISION OF ACCOUNTS

- ◆ Prepares project agreements and submits billings to Federal Highway Administration for its share of cost of contracting projects under Federal Highway Program
- ◆ Prepares Cabinet's financial reports and annual GAAP (generally accepted accounting principles)-basis statements
- ◆ Performs pre-audit examinations and verifications of all accounts payable
- ◆ Processes all of Cabinet's financial documents through data entry into Finance and Administration Cabinet's accounting system
- ◆ Maintains accounts of vendors, state agencies, and Turnpike Authority of Kentucky
- ◆ Serves as central repository for Cabinet documents relating to project activity, payments to vendors, and other financial transactions
- ◆ Maintains files of Official Orders, which serve as documentation of official policies of Cabinet

KEY WORDS

Accounts Payable/Receivable

Cash-Basis Statements

eMARS (Enhanced Management Administrative & Reporting System)

GAAP-Basis Statements

Interaccount Bills

Liens, Vendor

Official Orders

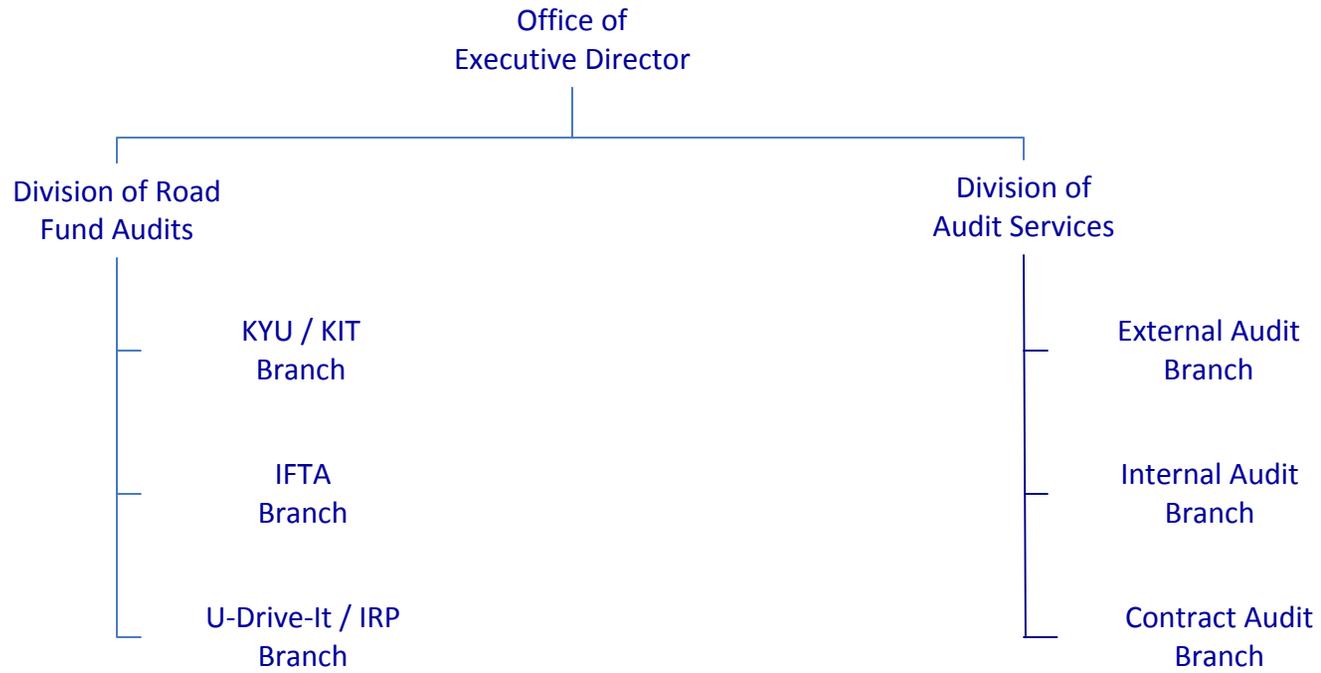
Pay Documents

Procurement Card

Travel Vouchers



Office of Audits



06-16-2008



Audits

EXECUTIVE DIRECTOR	(VACANT)
DEPUTY EXECUTIVE DIRECTOR	(VACANT)
LOCATION	TCOB, 4 TH FLOOR EAST
PHONE	502-564-6760
FAX	502-564-6766

OFFICE OF AUDITS

- ◆ Provides auditing functions to meet various needs of Transportation Cabinet management
- ◆ Comprises two divisions:
 - **DIVISION OF ROAD FUND AUDITS**
 - **DIVISION OF AUDIT SERVICES**



Office of Audits



Division of Audit Services



05-16-2013



Audit Services

DIRECTOR	LORI MANN
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 4 TH FLOOR EAST
PHONE	502-564-6760
FAX	502-564-6766

DIVISION OF AUDIT SERVICES

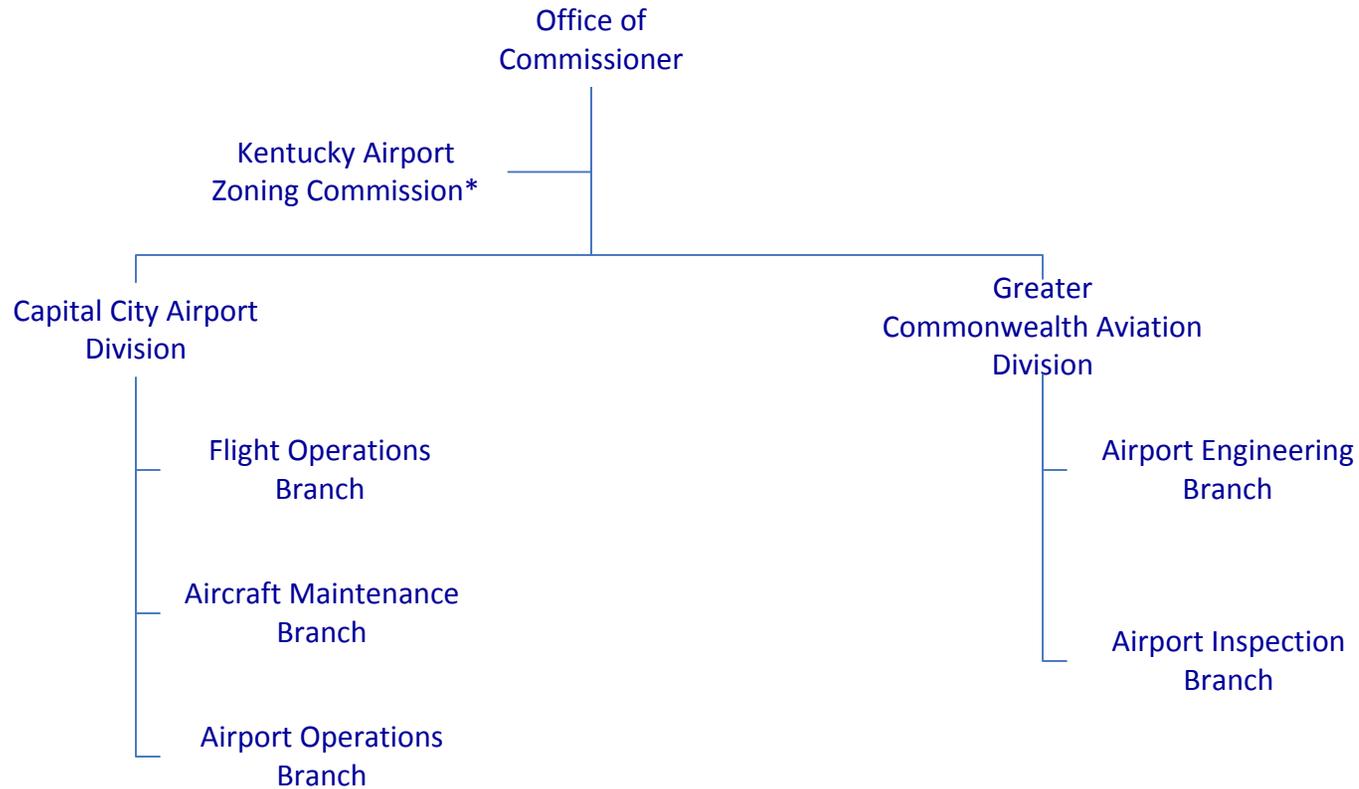
- ◆ Facilitates work of independent auditors and provides audit responses to Federal Highway Administration, Auditor of Public Accounts, Legislative Research Commission, and Office of Inspector General
- ◆ Audits all internal Cabinet functions to ensure fiscal and operational compliance
- ◆ Provides management with an independent appraisal of the Cabinet's operations and controls in order to determine whether accounting and administrative controls are functioning properly, policies and procedures are being followed, and Cabinet objectives and standards are being met
- ◆ Performs pre-award, overhead, post-award, and project audits of consultant firms
- ◆ Audits various Cabinet contracts with third-party entities to ensure compliance with terms of the agreements, laws and regulations, and billing
- ◆ Investigates allegations of theft or misuse of Cabinet assets

KEY WORDS

Contract Audits
External Audits
Internal Audits



Department of Aviation



* Attached for Administrative Purposes

06-16-2008



Aviation

COMMISSIONER	JAMES (STEVE) PARKER
DEPUTY COMMISSIONER	TODD BLOCH
LOCATION	90 AIRPORT RD
PHONE	502-564-4480
FAX	502-564-7953

DEPARTMENT OF AVIATION

- ◆ Assists in economic development of aviation community
- ◆ Provides assistance for safe and efficient development and use of state aviation system
- ◆ Provides support in all aviation matters
- ◆ Oversees two major programs:
 - Airport Development Program, which provides financial assistance for capital improvement projects to publicly owned public-use airports
 - Airport Inspection Program, which performs (1) annual certification of airports and heliports and (2) FAA contract inspections
- ◆ Comprises two divisions:
 - CAPITAL CITY AIRPORT DIVISION
 - GREATER COMMONWEALTH AVIATION DIVISION

For administrative purposes, the KENTUCKY AIRPORT ZONING COMMISSION is attached to the Department of Aviation.

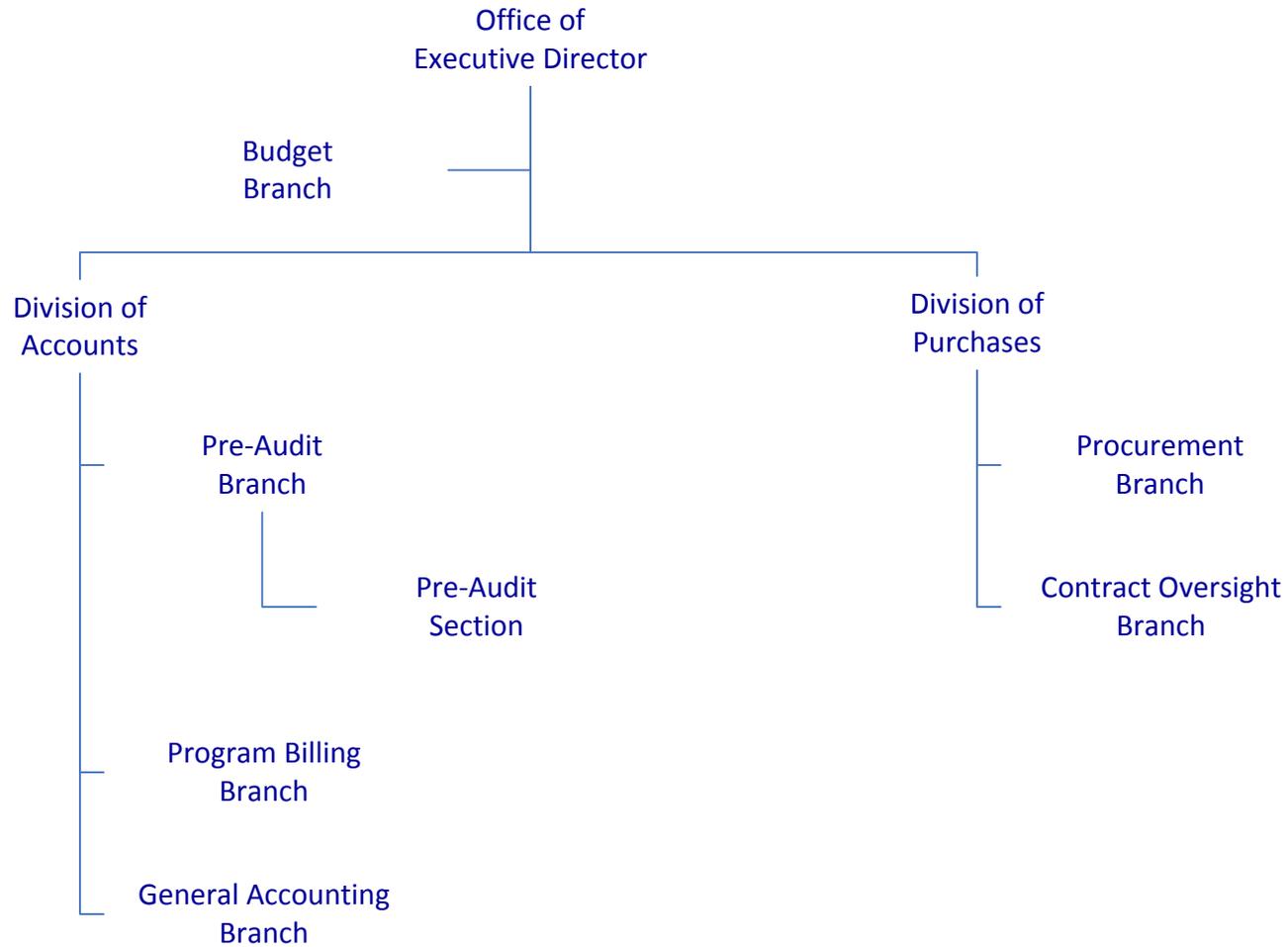
KEY WORDS

Airport Development Program
Aviation Inspection Program

FAA Contract Inspections
Licensing, Airport & Heliport



Office of Budget & Fiscal Management



06-16-2008



Budget and Fiscal Management

EXECUTIVE DIRECTOR

ROBIN BREWER

DEPUTY EXECUTIVE DIRECTOR

JESSICA CASTENIR

LOCATION

TCOB, 6TH FLOOR EAST

PHONE

502-564-4550

FAX

502-564-9454

OFFICE OF BUDGET AND FISCAL MANAGEMENT

- ◆ Serves as Cabinet's chief financial office
- ◆ Assists management with specialized statistical reports for decision making and planning in regard to agency programs and financial affairs
- ◆ Provides direction for budgeting, cash-management, and accounting
- ◆ Reviews requests for out-of-state travel by Cabinet employees
- ◆ Coordinates intra-agency and inter-agency projects
- ◆ Tracks and reviews pending legislation and activities of local and federal governments for any budgetary or programmatic impact on the Cabinet
- ◆ Provides management with independent appraisal of Cabinet's operations and controls in order to determine whether accounting and administrative controls are functioning properly, policies and procedures are being followed, and Cabinet objectives and standards are being met
- ◆ Investigates allegations of theft or misuse of Cabinet assets
- ◆ Comprises two divisions:
 - **DIVISION OF ACCOUNTS**
 - **DIVISION OF PURCHASES**

KEY WORDS

Appropriations

Fiscal Compliance

Budget

Misuse of Cabinet Assets

Capital Construction Budgeting

Out-of-State Travel

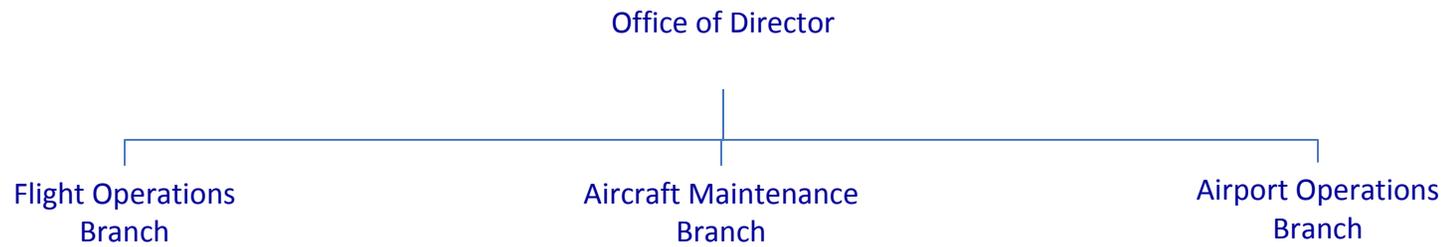
Expenditures



Department of Aviation



Capital City Airport Division



06-16-2008



Capital City Airport

DIRECTOR	(VACANT)
ASSISTANT DIRECTOR	SCOTT SHANNON
LOCATION	90 AIRPORT RD
PHONE	502-564-0099
FAX	502-564-0172

CAPITAL CITY AIRPORT DIVISION

- ◆ Supervises and operates the Commonwealth's fleet of aircraft and arranges charter services for all state agencies
- ◆ Manages the Capital City Airport, which includes providing hangar and tie-down spaces, fuel, and repair of state, federal, and private aircraft

KEY WORDS

Aircraft Fleet, State
Airport Maintenance
Charter Services, Air



Office for Civil Rights & Small Business Development



06-16-2008



Civil Rights & Small Business Development

EXECUTIVE DIRECTOR	JAMIR DAVIS
DEPUTY EXECUTIVE DIRECTOR	(VACANT)
LOCATION	TCOB, 6TH FLOOR WEST
PHONE	502-564-3601
FAX	502-564-2114/1491

OFFICE FOR CIVIL RIGHTS & SMALL BUSINESS DEVELOPMENT

- ◆ Monitors Equal Employment Opportunity (EEO) programs, including enforcement of Titles VI and VII of Civil Rights Act
- ◆ Develops and maintains the Cabinet's Affirmative Action Plan and monitors Cabinet goals for achieving a diverse workplace
- ◆ Investigates all complaints of discrimination based on race, sex, religion, disability, national origin, age (40 and over), sexual orientation, veteran status, gender identity, veteran status, disability, political affiliation, or smoking status or in reprisal for opposition to discriminatory practices or participation in the EEO process
- ◆ Administers, coordinates, supports, and monitors progress of Disadvantaged Business Enterprise (DBE) Program; Airport Concessionaire Disadvantaged Business Enterprise (ACDBE) Program; Small Business Enterprise (SBE) Program; and Supportive Services/On-the-Job Training Programs, which include technical assistance to program participants
- ◆ Publishes directory of certified and prequalified DBE firms
- ◆ Certifies small businesses owned and controlled by socially and economically disadvantaged individuals, including minorities and women, to participate in USDOT-assisted contracts in accordance with 49 Code of Federal Regulations 23 and 26 (49 CFR Parts 23 and 26)
- ◆ Monitors DBE program participants on USDOT-assisted highway construction and design projects
- ◆ Recommends and monitors annual and project goals for DBE participation on USDOT-assisted contracts

KEY WORDS

Affirmative Action

Airport Concessionaire Disadvantaged Business Enterprise

Disadvantaged Business Enterprise Program

Discrimination, Employee

Equal Employment Opportunity

49 CFR Parts 23 and 26

On-the-Job Training (OJT) Program

Retaliation, Employee

Sexual Harassment

Small Business Enterprise Program

Socially/Economically Disadvantaged

Supportive Services Program

Third-Party Challenge

Titles VI and VII

Uniform Certification Program (UCP)



Office of Project Delivery & Preservation



Division of Construction



01-16-2010



Construction

DIRECTOR	RYAN GRIFFITH
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 3RD FLOOR WEST
PHONE	502-564-4780
FAX	502-564-8388

DIVISION OF CONSTRUCTION

- ◆ Administers highway construction contracts from award through project completion, including verification of final estimates
- ◆ Performs routine and final field inspections of roadway and drainage construction to determine compliance with Cabinet policies, procedures, and specifications
- ◆ Reviews and recommends approval of change orders, construction revisions, subcontracts, and semifinal and final estimates
- ◆ Consults with federal, state, and other public or private agencies on matters concerning roadway construction
- ◆ Reviews and makes recommendations on time extensions and liquidated damages and claims relating to construction contracts
- ◆ Provides technical assistance to district offices

KEY WORDS

Change Orders, Construction Contract
Claims, Construction
Contract Administration
Estimates, Final

Inspections, Construction
Specifications, Construction
Standard Specifications
Subcontracts



Office of Project Delivery & Preservation



Division of Construction Procurement



06-16-2008



Construction Procurement

DIRECTOR	RACHEL MILLS
ASSISTANT DIRECTOR	BRENT KROPF
LOCATION	TCOB, 3RD FLOOR WEST
PHONE	502-564-3500
FAX	502-564-8961

DIVISION OF CONSTRUCTION PROCUREMENT

- ◆ Administers awarding of road construction contracts, a process that includes:
 - Prequalification of contractors
 - Bid proposal preparation
 - Bid advertisements
 - Bid evaluations
- ◆ Ensures compliance of proper wage rates
- ◆ Conducts Equal Employment Opportunity reviews and investigations of contractors
- ◆ Maintains lists of prequalified bidders for various highway projects and publishes contractors' directory for public distribution

KEY WORDS

Contract Advertisement
Contract Award
Contract Compliance
Contract Proposal



Department of Vehicle Regulation



Division of Customer Service



12-16-2012



Customer Service

DIRECTOR

MARTY GREER

ASSISTANT DIRECTOR

MICHAEL MILLER

LOCATION

TCOB, 2ND FLOOR EAST

PHONE

502-564-1257

FAX

502-564-0839

DIVISION OF CUSTOMER SERVICE

- ◆ Serves as the single point of contact for the Department of Vehicle Regulation, facilitating customer-service requests and inquiries by telephone and via the drive.ky.gov website
- ◆ Maximizes response time for department-wide customer requests and inquiries
- ◆ Provides uniformity in the dissemination of accurate information to Cabinet customers by maintaining an extensive knowledge-based article library
- ◆ Follows up with customers to ensure resolution and satisfaction
- ◆ Communicates with management to ensure compliance with all state laws and regulations

KEY WORDS

Customer Service

Customer Service Center

Customer Service Representative

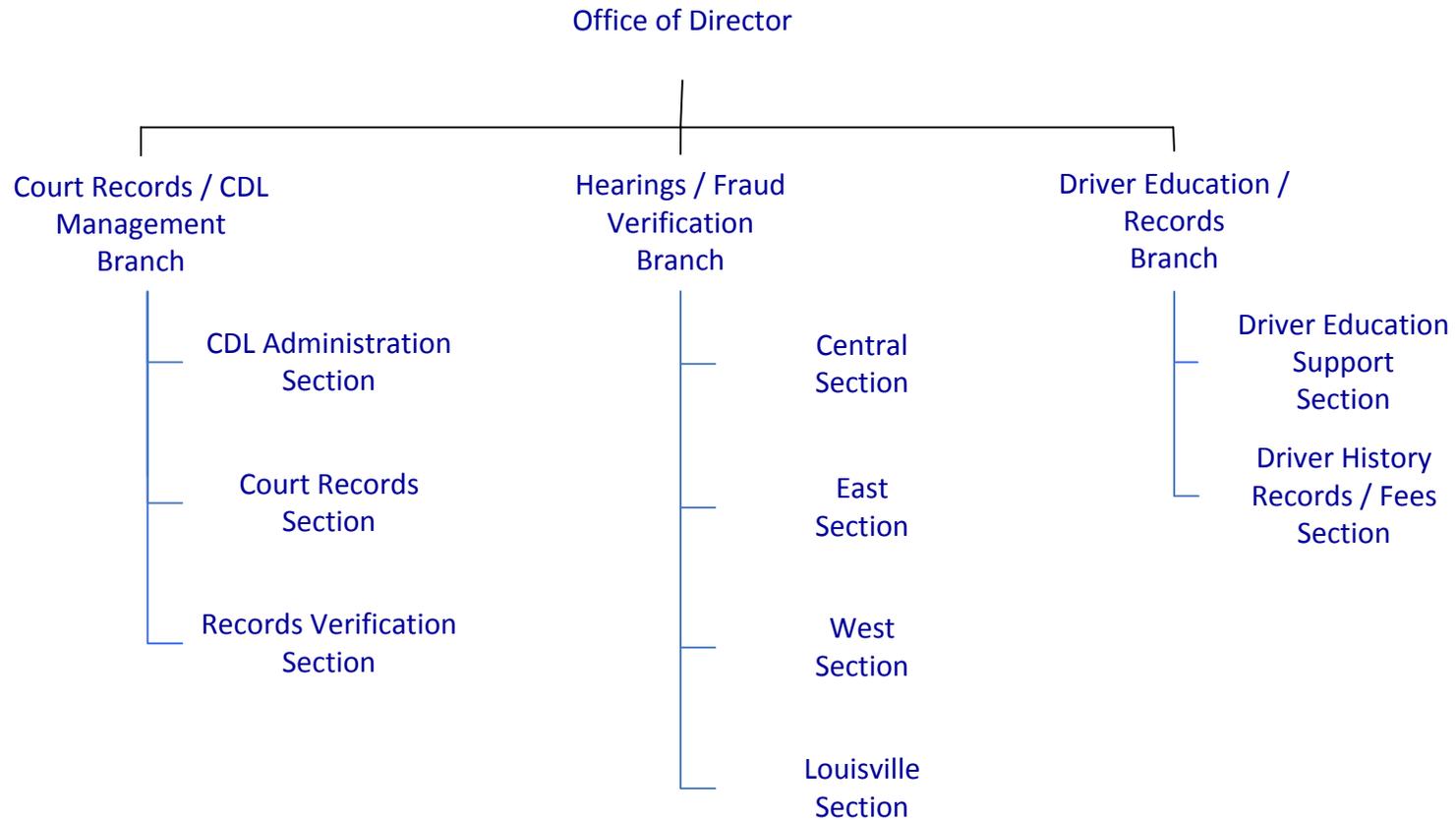
Department of Vehicle Regulation



Department of Vehicle Regulation



Division of Driver Licensing





Driver Licensing

DIRECTOR	MATTHEW COLE
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 2 ND FLOOR EAST
PHONE	502-564-1257
FAX	502-564-0839

DIVISION OF DRIVER LICENSING

- ◆ Administers KRS 186.400–186.649, 187, 189A, and 281A
- ◆ Maintains driving history record for each licensed driver in state
- ◆ Maintains records of individuals whose privilege to operate motor vehicle has been suspended
- ◆ Governs driver license suspensions and revocations and driver limitation programs
- ◆ Provides state traffic school programs mandated by statute
- ◆ Handles driver license reinstatements, driver licensing hearings, medical review board, commercial driver licenses, and miscellaneous driver licensing services

KEY WORDS

Commercial Driver License (CDL)
Driver License
Driving History Record
Graduated Driver Licensing
Hearings, Driver Licensing

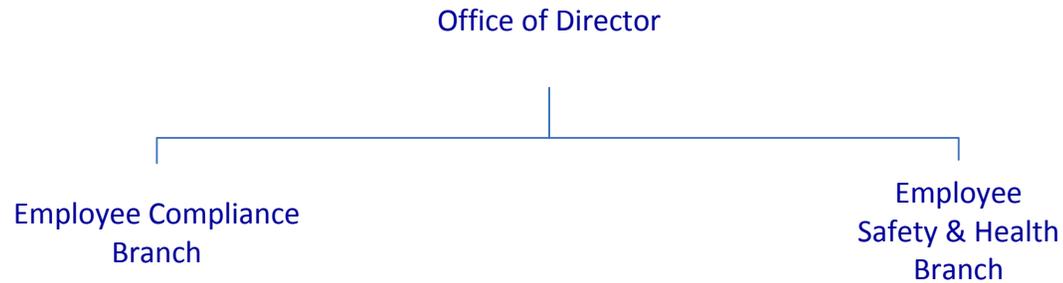
Medical Review Board
One Stop Shop
Reinstatement Fees
Traffic School



Office of Human Resource Management



Division of Employee Relations



12-16-2012



Employee Relations

DIRECTOR	(VACANT)
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 6TH FLOOR WEST
PHONE	502-564-4610
FAX	502-564-6683

DIVISION OF EMPLOYEE RELATIONS

- ◆ Reviews and implements requests for major disciplinary actions, pretermination hearings, grievances, and Equal Employment Opportunity (EEO) complaints, including those pertaining to sexual harassment and Americans with Disabilities Act (ADA)
- ◆ Ensures employee compliance with KRSs, KARs, policies, and procedures, particularly KRS 18A, KRS 342, and Title 101 KAR
- ◆ Coordinates employee counseling
- ◆ Manages development and implementation of employee safety and health program to ensure effective oversight, communication, and training
- ◆ Assists in coordinating and monitoring Transportation facilities for compliance with Kentucky Occupational Safety and Health Act (KOSHA) and adherence to Cabinet policies and procedures
- ◆ Conducts jobsite safety inspections and annual building inspections for Transportation facilities statewide
- ◆ Provides technical assistance and advice to management and employees

KEY WORDS

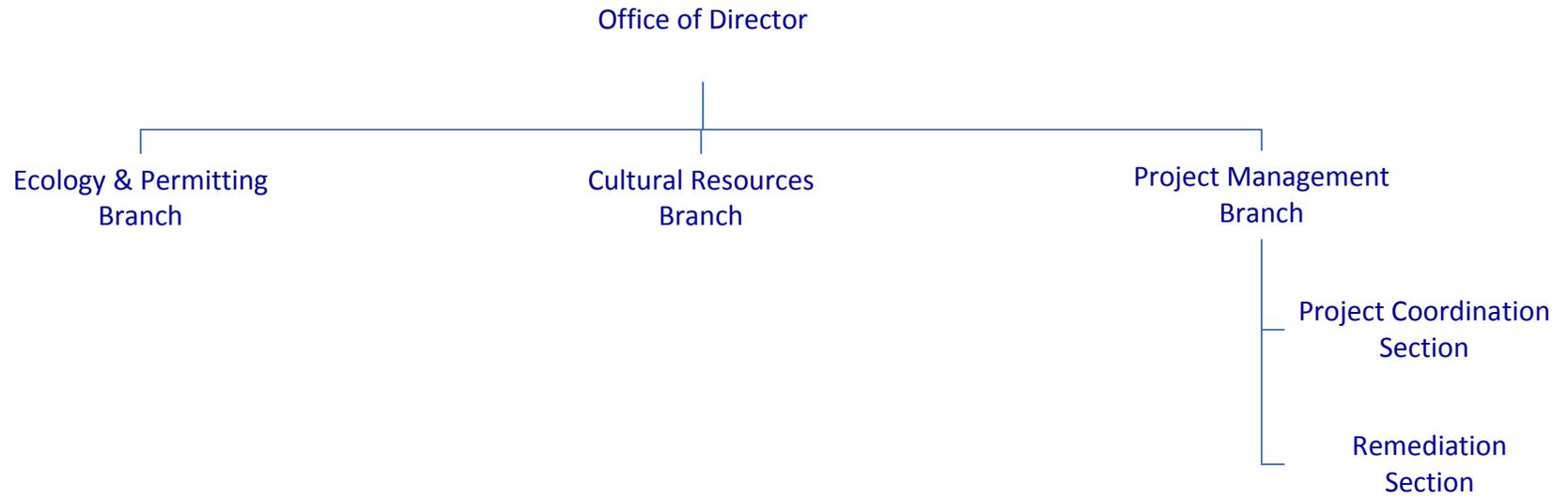
Compliance, Employee	Safety Drills
Counseling, Employee	Safety, Employee
Disciplinary Actions	Safety Inspections, Jobsite & Building
First-Aid Training	Safety Training
Grievances, Employee	Temporary Modified Duty Plan
KOSHA Compliance	Workers' Compensation
Personnel Board Hearings Administration	Workplace Violence



Office of Project Development



Division of Environmental Analysis



06-16-2008



Environmental Analysis

DIRECTOR	DAVID WALDNER
ASSISTANT DIRECTOR	DANNY PEAKE
LOCATION	TCOB, 5 TH FLOOR WEST
PHONE	502-564-7250 OR 800-280-2498
FAX	502-564-5655 / 4911

DIVISION OF ENVIRONMENTAL ANALYSIS

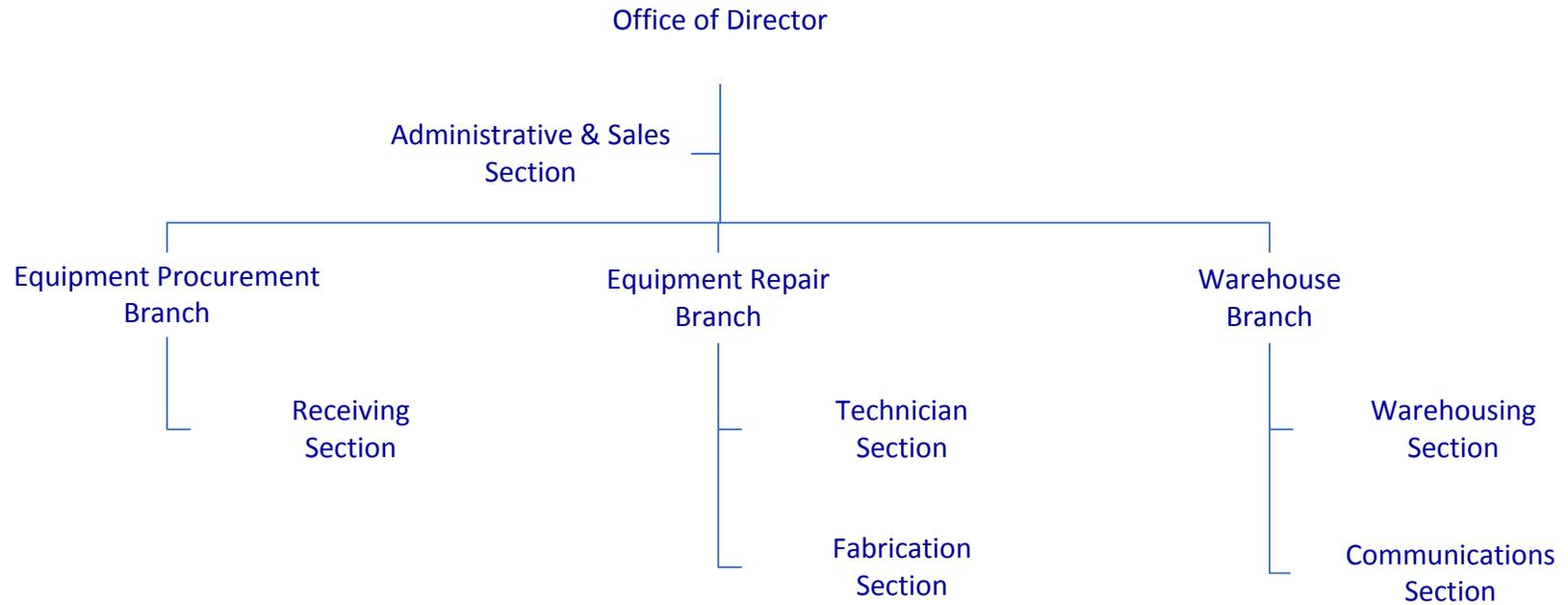
- ◆ Provides environmental guidance relating to Cabinet projects and activities to employees, contractors, and general public
- ◆ Facilitates Cabinet's mission of performing in environmentally sound manner by ensuring that planning, design, construction, operation, and maintenance projects and activities that have potential to impact social, economic, or physical environment are identified and evaluated and their impacts minimized
- ◆ Reviews, prepares, and procures environmental documents, contracts, or actions as made necessary by state and federal environmental laws and regulations
- ◆ Provides guidance, procedures, and technical assistance to various Cabinet facilities (maintenance garages, rest areas, etc.) to assure compliance with applicable state and federal environmental laws

KEY WORDS

Air Quality	Groundwater Protection Plans
Categorical Exclusions, Environmental	Laboratory Analysis
Clean Air Act	National Environmental Policy Act
Cumulative Impact Assessment	Notice of Violation, Environmental
Environmental Analysis (Baseline Studies: Archaeological, Cultural, Historical, Socioeconomical)	Resource Conservation Recovery Act
Environmental Assessments	State Implementation Plan
Environmental Impact Study	Underground Injection Control
Environmental Process Review	Underground Storage Tanks
	Water Quality



Division of Equipment





Equipment

DIRECTOR	RICK DURHAM
ASSISTANT DIRECTOR	(VACANT)
LOCATION	1234 WILKINSON BLVD
PHONE	502-564-3916
FAX	502-564-3198

DIVISION OF EQUIPMENT

- ◆ Maintains Cabinet's fleet of more than 10,000 pieces of equipment used in construction and maintenance of state highways
- ◆ Performs major and minor equipment repairs at 14 repair garages across the state
- ◆ Prepares specifications for procurement of the Cabinet's medium/heavy construction and maintenance equipment
- ◆ Provides equipment repair parts, various operational supplies, and traffic materials to the Cabinet's operating units (Transportation Warehouse)
- ◆ Provides services for the disposal and sale of surplus equipment
- ◆ Maintains and provides Cabinet's two-way Radio Communication System
- ◆ Maintains fuel cards and personal identification numbers (PIN) for equipment fueling
- ◆ Provides any other services or oversight necessary to provide the Cabinet with a functional equipment fleet

KEY WORDS

Equipment Auction
Equipment Sales
Fuel Cards
Mobile Radio Services

Off-Road Equipment
Road Equipment
Surplus/Salvage Equipment
Transportation Warehouse

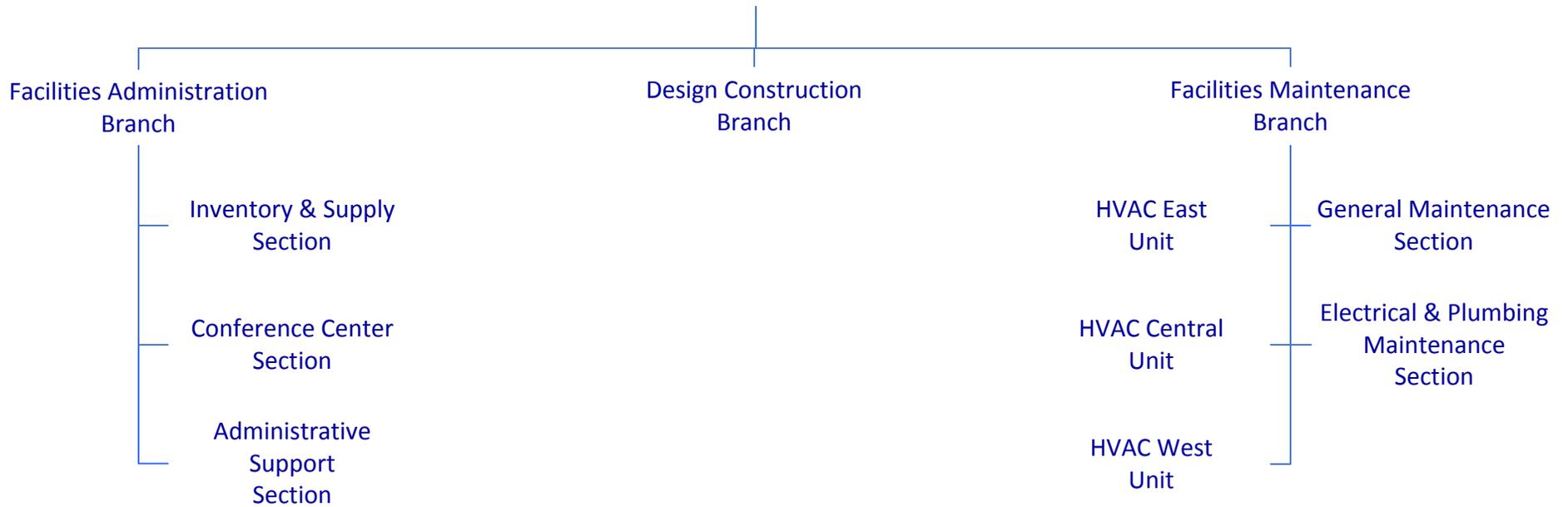


Office of Support Services



Division of Facilities Support

Office of Director



12-16-2010



Facilities Support

DIRECTOR	(VACANT)
ASSISTANT DIRECTOR	(VACANT)
LOCATION	1219 WILKINSON BLVD
PHONE	502-564-0636
FAX	502-564-6754

DIVISION OF FACILITIES SUPPORT

- ◆ Develops plans and specifications for all new real-property construction projects and building alterations
- ◆ Manages Cabinet's Capital Construction projects
- ◆ Leases all Cabinet property and assigns office space
- ◆ Maintains, renovates, and repairs Cabinet real property
- ◆ Maintains inventory records on all Cabinet buildings and lots
- ◆ Maintains TCOB and statewide building security program (security monitoring)
- ◆ Oversees Fire and Tornado Insurance Program
- ◆ Provides indoor signs and nameplates for Cabinet
- ◆ Manages all Cabinet copy machines
- ◆ Purchases furniture, engineering and laboratory equipment, and selected specialty items: e.g., U.S. and state flags
- ◆ Maintains inventory of all equipment and furniture assigned to Cabinet offices statewide
- ◆ Maintains and repairs office and engineering equipment

KEY WORDS

Building Security

Capital Construction Projects

Fire/Tornado Insurance

Furniture, Office

Inventory, Cabinet

Office Space

Picture Framing

Property Leasing

Property Maintenance

Purchases: Engineering, Laboratory, Equipment

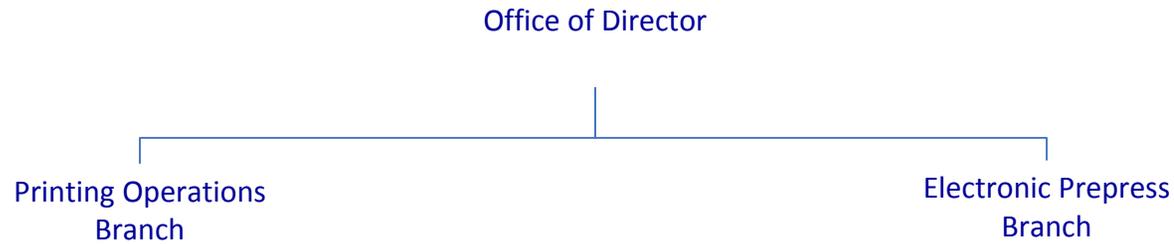
Supplies: Office, Engineering, Specialty Items



Office of Support Services



Division of Graphic Design & Printing



06-16-2008



Graphic Design & Printing

DIRECTOR	VICKI BROWN
ASSISTANT DIRECTOR	HOPE PURVIS
LOCATION	TCOB, 1 ST FLOOR
PHONE	502-564-3880
FAX	502-564-6849

DIVISION OF GRAPHIC DESIGN & PRINTING

- ◆ Facilitates Kentucky Design and Print Services
- ◆ Administers employee badging system
- ◆ Coordinates Cabinet events (Conference Center)
- ◆ Repairs office furniture
- ◆ Configures office space

KEY WORDS

Badging, Employee
Blueprints (Reprographics)
Conference Center
Engraving

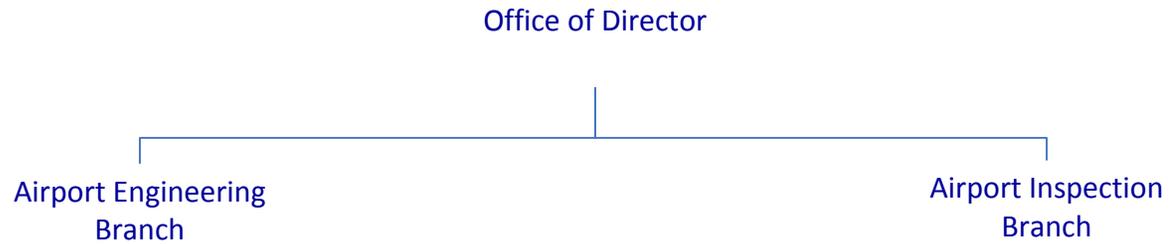
Furniture Repair
Graphic Design
Office Configuration
Printing



Department of Aviation



Greater Commonwealth Aviation Division



06-16-2008



Greater Commonwealth Aviation

DIRECTOR	(VACANT)
ASSISTANT DIRECTOR	(VACANT)
LOCATION	90 AIRPORT RD
PHONE	502-564-0099
FAX	502-564-7953

GREATER COMMONWEALTH AVIATION DIVISION

- ◆ Provides assistance for capital-improvement projects to publicly owned public-use airports
- ◆ Performs annual certification of airports and heliports
- ◆ Recruits aviation-related businesses to the Commonwealth

KEY WORDS

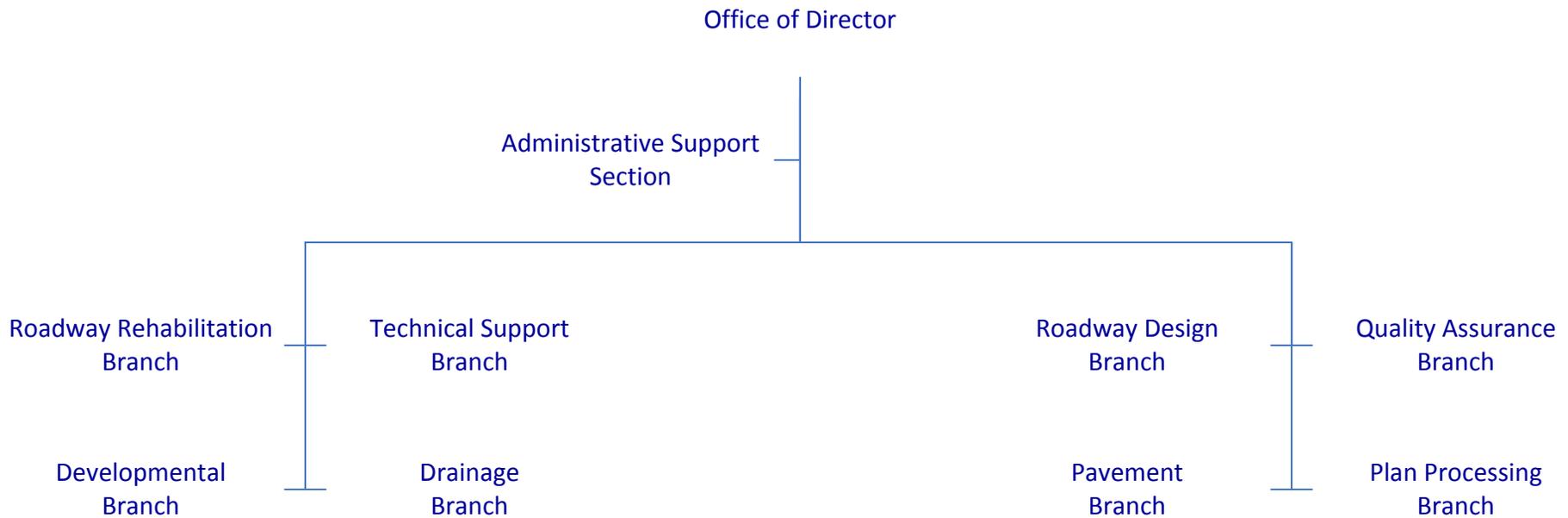
Airport Projects
Certification, Airports & Heliports



Office of Project Development



Division of Highway Design



01-16-2010



Highway Design

DIRECTOR	BILL GULICK
ASSISTANT DIRECTOR	JOETTE FIELDS
LOCATION	TCOB, 5 TH FLOOR EAST
PHONE	502-564-3280
FAX	502-564-3324

DIVISION OF HIGHWAY DESIGN

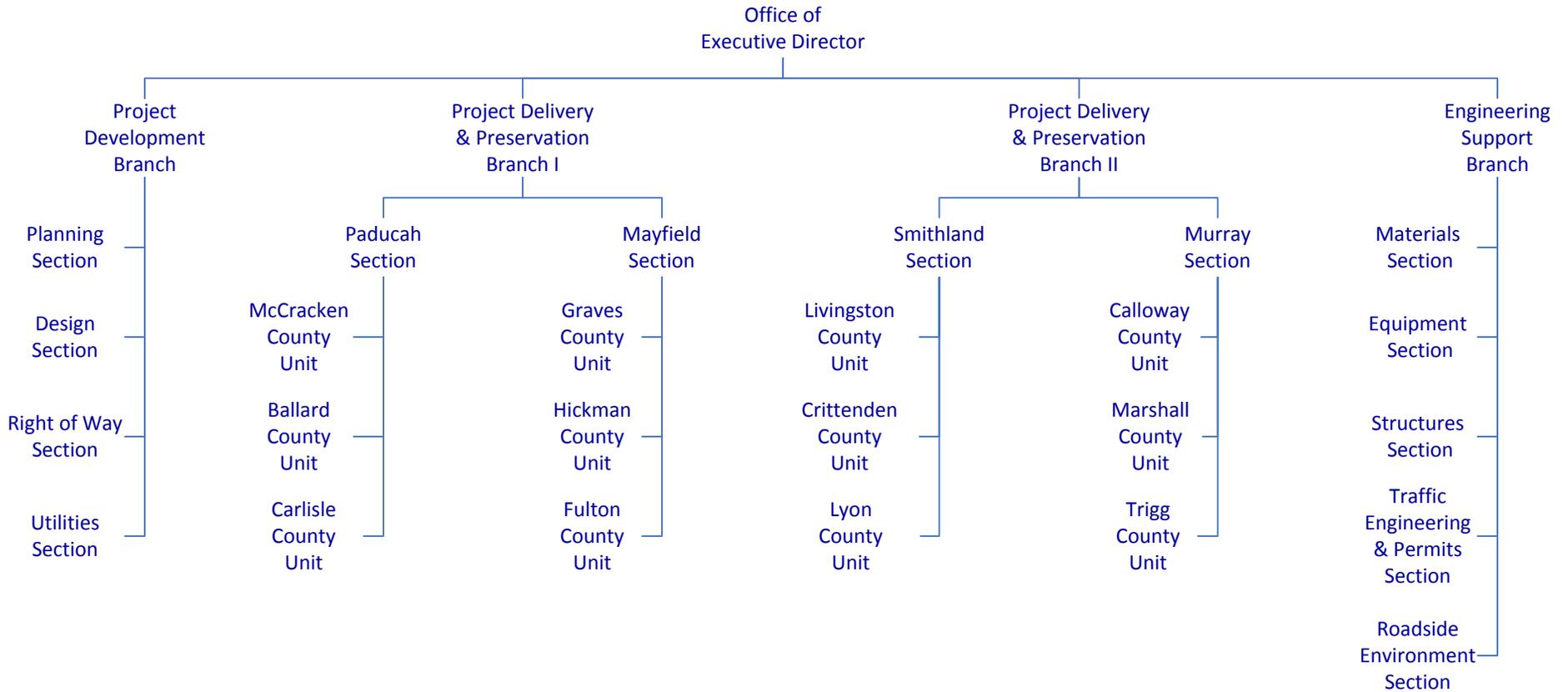
- ◆ Oversees the development and assists in the management of the design and contract plan preparation of Highway Plan projects
- ◆ Ensures consistency of projects
- ◆ Offers technical expertise and assistance to project managers, teams, designers, and others associated with development of highway projects, including:
 - Policy interpretation
 - Standard Drawings
 - CADD (Computer-Aided Drafting and Design) techniques and standards
 - Expertise in geometry, design, drainage, survey, and pavement
- ◆ Facilitates training opportunities for highway design criteria, policies, and procedures
- ◆ Reviews and assembles project plans and delivers final project to letting process

KEY WORDS

CADD	Pavement Rehabilitation
Construction Estimates	Plan Processing
Construction Proposals	Roadway Design Engineering
Drainage, Roadway	Signing Plans
Intergovernmental Reviews	Standard Drawings
Location Engineers	Survey Coordinator
Pavement Design	



Office of Highway District 1 Paducah





Highway District 1—Paducah

OFFICE OF HIGHWAY DISTRICT 1

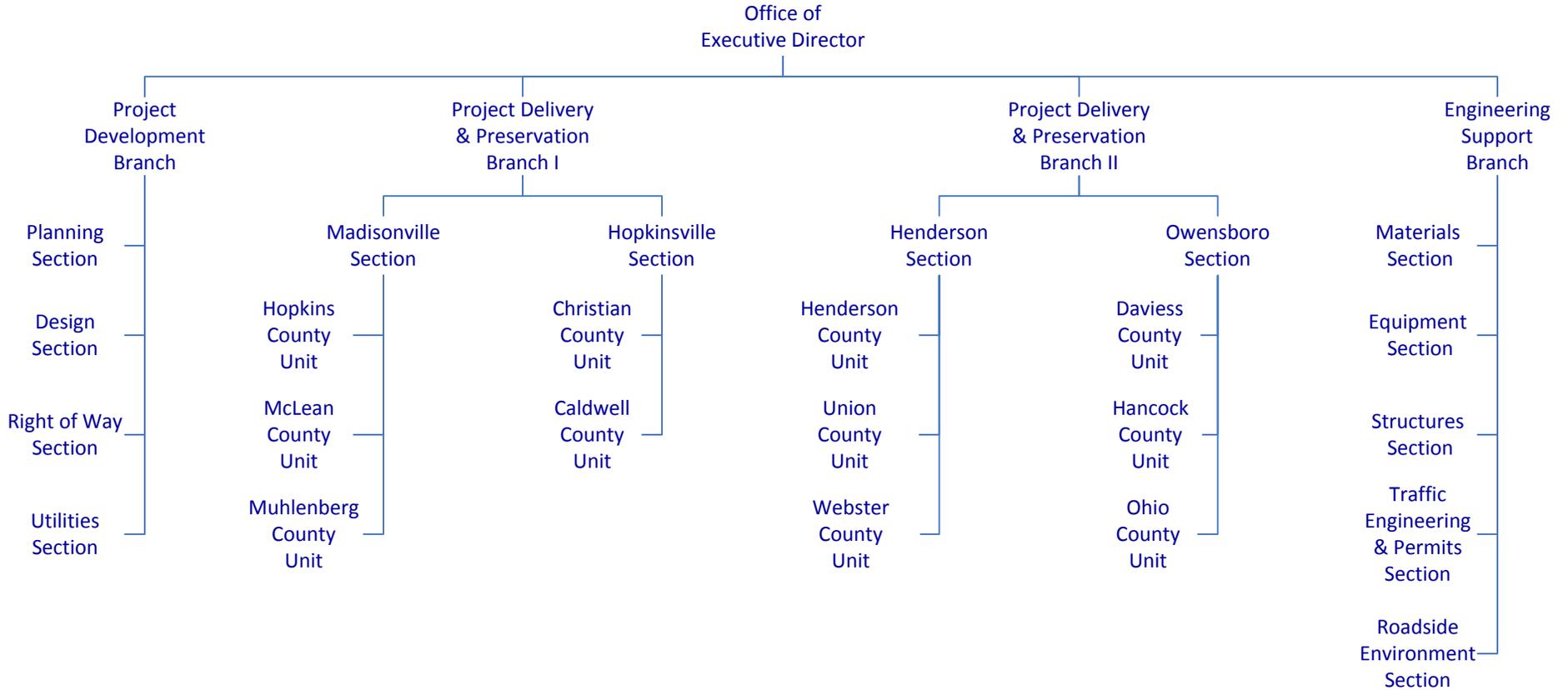
EXECUTIVE DIRECTOR (CDE) MICHAEL MCGREGOR
ADMINISTRATIVE COORDINATOR (VACANT)
LOCATION 5501 KENTUCKY DAM RD
PADUCAH, KY 42003-9322
PHONE 270-898-2431
FAX 270-898-7457



COUNTY	SEAT	COUNTY	SEAT
BALLARD	WICKLIFFE	HICKMAN	CLINTON
CALLOWAY	MURRAY	LIVINGSTON	SMITHLAND
CARLISLE	BARDWELL	LYON	EDDYVILLE
CRITTENDEN	MARION	MARSHALL	BENTON
FULTON	HICKMAN	MCCRACKEN	PADUCAH
GRAVES	MAYFIELD	TRIGG	CADIZ



Office of Highway District 2 Madisonville





Highway District 2—Madisonville

OFFICE OF HIGHWAY DISTRICT 2

EXECUTIVE DIRECTOR (CDE)
ADMINISTRATIVE COORDINATOR
LOCATION

WADE CLEMENTS
(VACANT)
1840 NORTH MAIN ST
P O Box 600
MADISONVILLE, KY 42431-0600
270-824-7080
270-824-7091

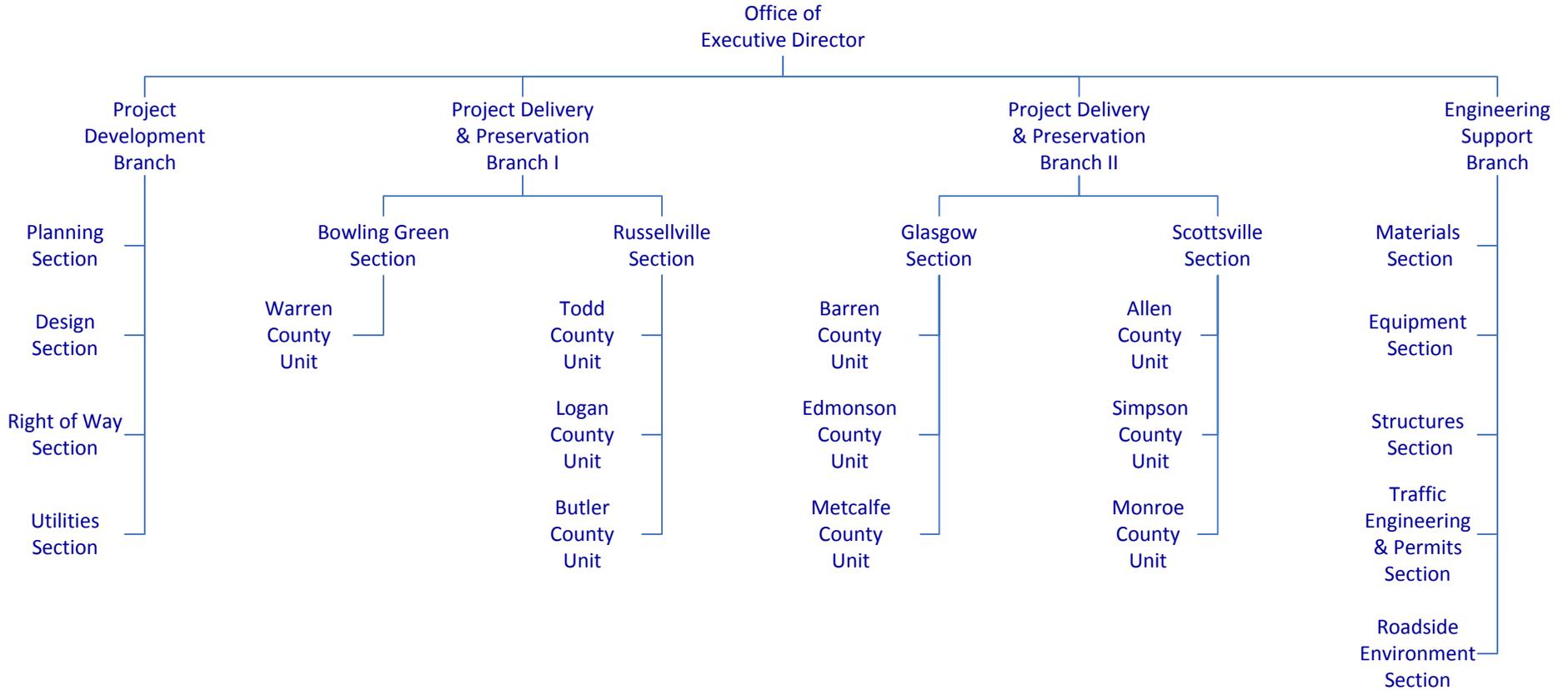
PHONE
FAX



COUNTY	SEAT	COUNTY	SEAT
CALDWELL	PRINCETON	MCLEAN	CALHOUN
CHRISTIAN	HOPKINSVILLE	MUHLENBERG	GREENVILLE
DAVISS	OWENSBORO	OHIO	HARTFORD
HANCOCK	HAWESVILLE	UNION	MORGANFIELD
HENDERSON	HENDERSON	WEBSTER	DIXON
HOPKINS	MADISONVILLE		



Office of Highway District 3 Bowling Green





Highway District 3—Bowling Green

OFFICE OF HIGHWAY DISTRICT 3

EXECUTIVE DIRECTOR (CDE)
ADMINISTRATIVE COORDINATOR
LOCATION

JOE PLUNK
JILL HARMON
900 MORGANTOWN RD
BOWLING GREEN, KY 42102
270-746-7898
270-746-7643

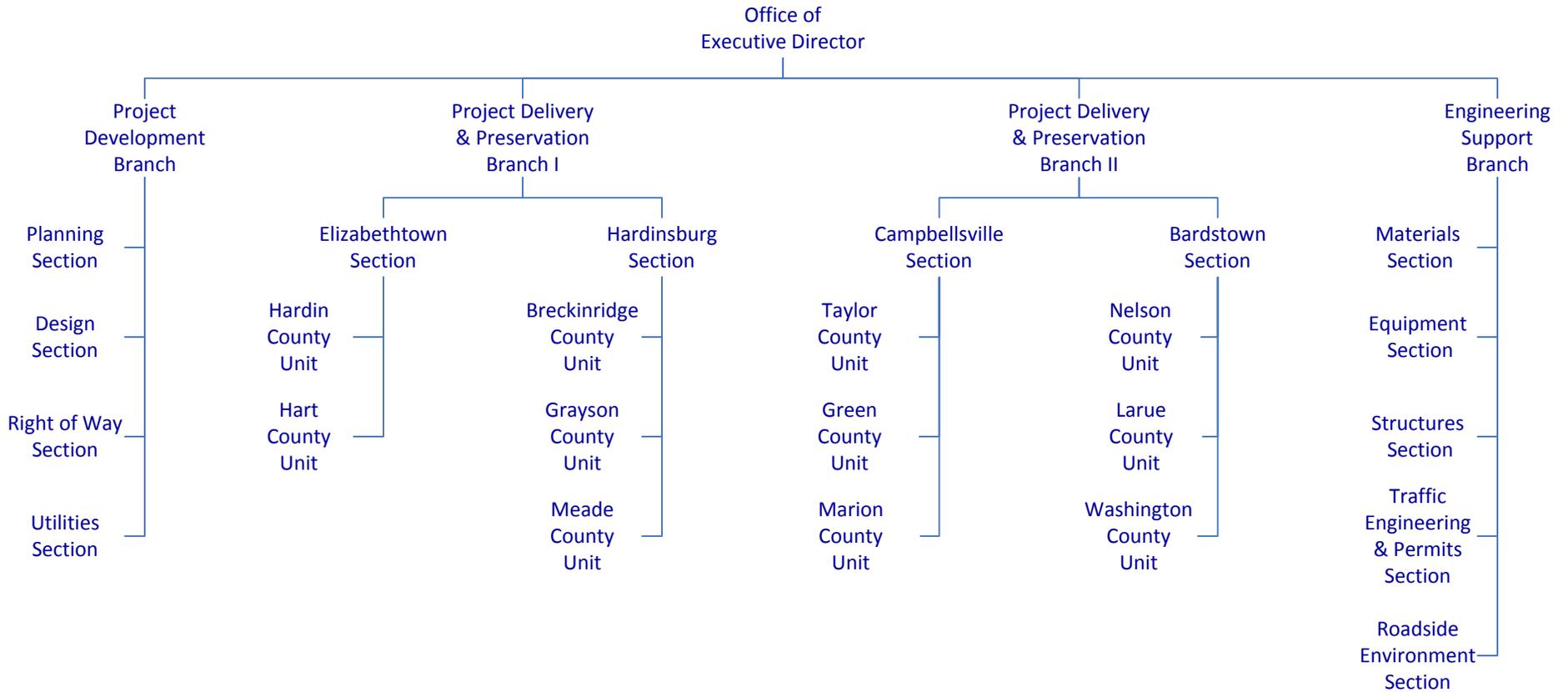
PHONE
FAX



COUNTY	SEAT	COUNTY	SEAT
ALLEN	SCOTTSVILLE	METCALFE	EDMONTON
BARREN	GLASGOW	MONROE	TOMPKINSVILLE
BUTLER	MORGANTOWN	SIMPSON	FRANKLIN
EDMONSON	BROWNSVILLE	TODD	ELKTON
LOGAN	RUSSELLVILLE	WARREN	BOWLING GREEN



Office of Highway District 4 Elizabethtown





Highway District 4—Elizabethtown

OFFICE OF HIGHWAY DISTRICT 4

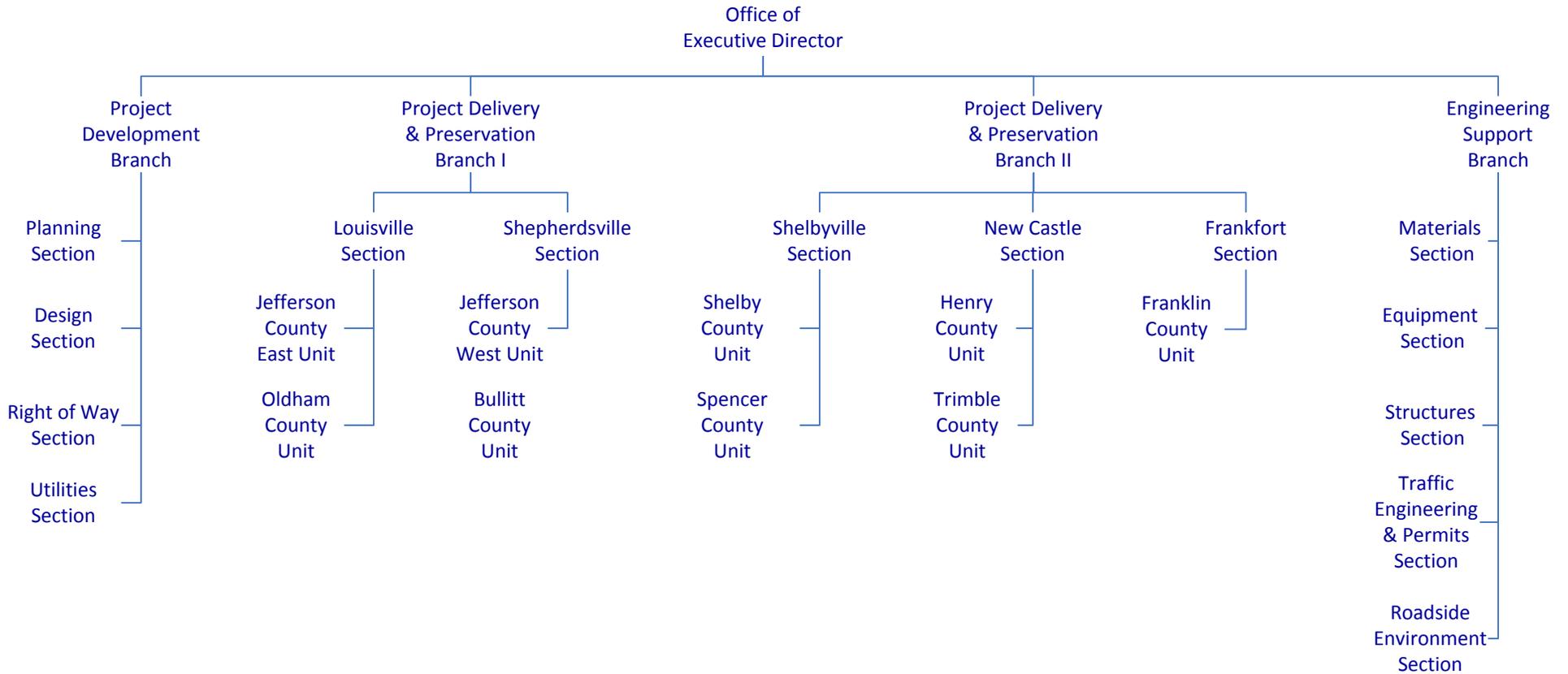
EXECUTIVE DIRECTOR (CDE) PAUL SANDERS
ADMINISTRATIVE COORDINATOR (VACANT)
LOCATION 634 EAST DIXIE HWY
P O Box 309
ELIZABETHTOWN, KY 42702-0309
PHONE 270-766-5066 OR 800-459-3566
FAX 270-766-5069



COUNTY	SEAT	COUNTY	SEAT
BRECKINRIDGE	HARDINSBURG	MARION	LEBANON
GRAYSON	LEITCHFIELD	MEADE	BRANDENBURG
GREEN	GREENSBURG	NELSON	BARDSTOWN
HARDIN	ELIZABETHTOWN	TAYLOR	CAMPBELLSVILLE
HART	MUNFORDVILLE	WASHINGTON	SPRINGFIELD
LARUE	HODGENVILLE		



Office of Highway District 5 Louisville





Highway District 5—Louisville

OFFICE OF HIGHWAY DISTRICT 5

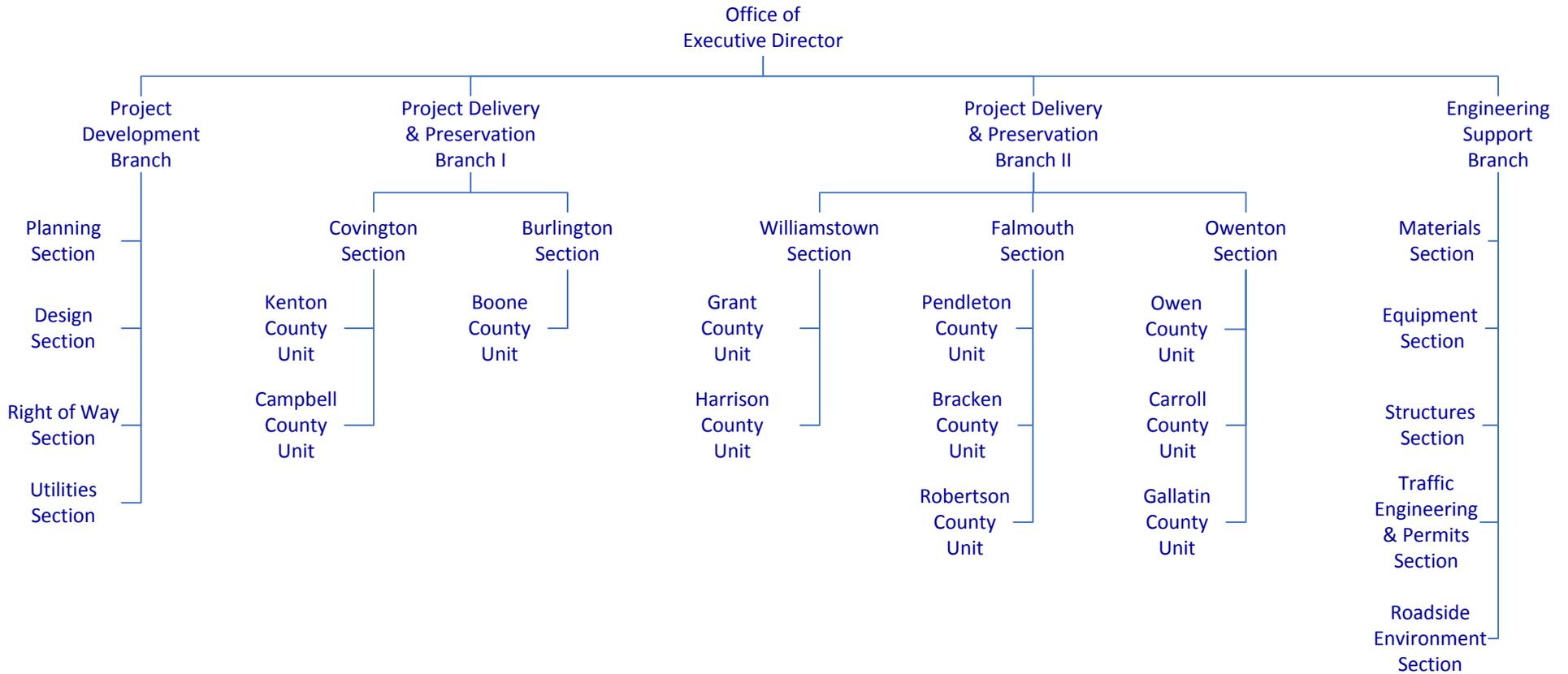
EXECUTIVE DIRECTOR (CDE) MATT BULLOCK
ADMINISTRATIVE COORDINATOR (VACANT)
LOCATION 8310 WESTPORT RD
P O Box 22100
LOUISVILLE, KY 40242-3042
PHONE 502-210-5400 OR 800-903-5844
FAX 502-210-5494



COUNTY	SEAT	COUNTY	SEAT
BULLITT	SHEPHERDSVILLE	OLDHAM	LAGRANGE
FRANKLIN	FRANKFORT	SHELBY	SHELBYVILLE
HENRY	NEW CASTLE	SPENCER	TAYLORSVILLE
JEFFERSON	LOUISVILLE	TRIMBLE	BEDFORD
BULLITT	SHEPHERDSVILLE	OLDHAM	LAGRANGE



Office of Highway District 6 Covington





Highway District 6—Covington

OFFICE OF HIGHWAY DISTRICT 6

EXECUTIVE DIRECTOR (CDE)
ADMINISTRATIVE COORDINATOR
LOCATION

BOB YEAGER (ACTING)
CANDACE LINK
421 BUTTERMILK PIKE
FT. MITCHELL, KY 41017

PHONE
FAX

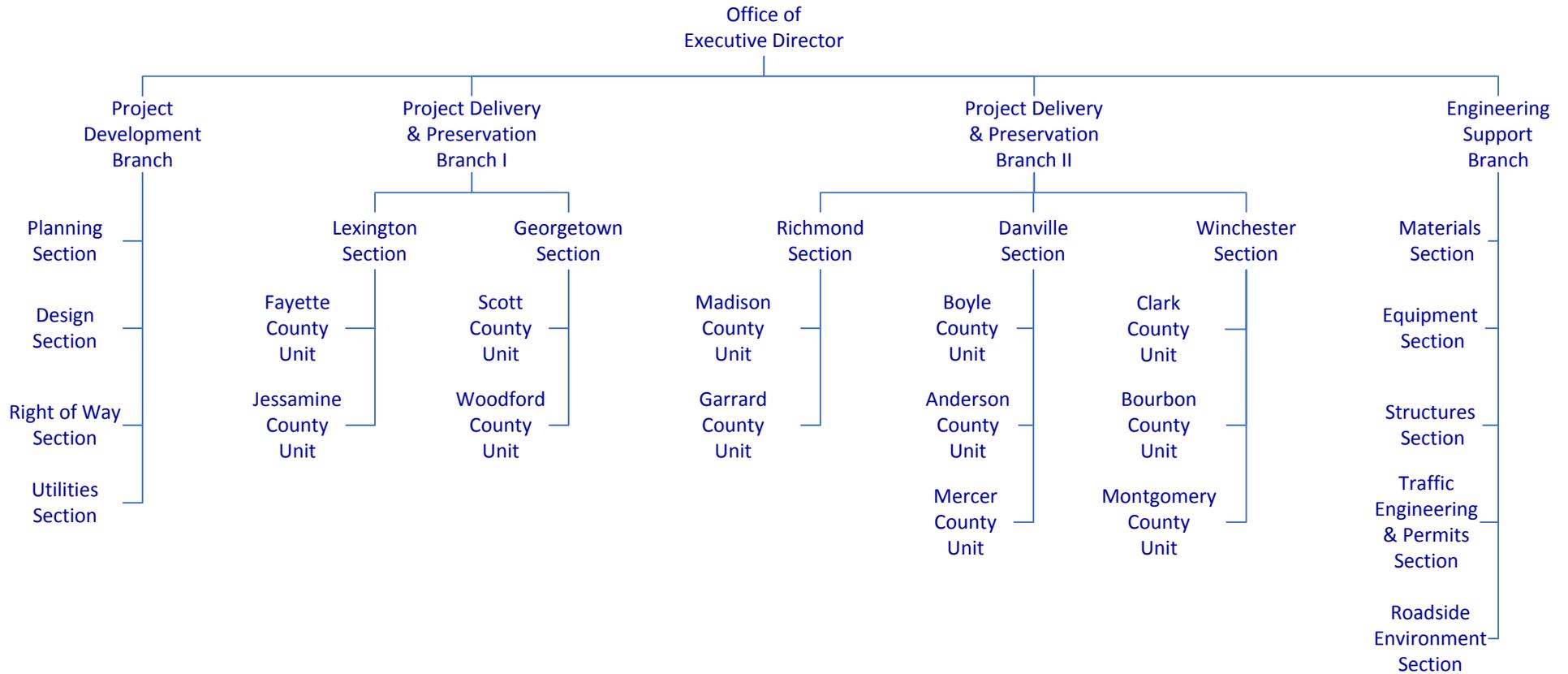
859-341-2700
859-341-3661



COUNTY	SEAT	COUNTY	SEAT
BOONE	BURLINGTON	HARRISON	CYNTHIANA
BRACKEN	BROOKSVILLE	KENTON	COVINGTON
CAMPBELL	NEWPORT	OWEN	OWENTON
CARROLL	CARROLLTON	PENDLETON	FALMOUTH
GALLATIN	WARSAW	ROBERTSON	MT. OLIVET
GRANT	WILLIAMSTOWN		



Office of Highway District 7 Lexington





Highway District 7—Lexington

OFFICE OF HIGHWAY DISTRICT 7

EXECUTIVE DIRECTOR (CDE)
ADMINISTRATIVE COORDINATOR
LOCATION

KELLY BAKER
(VACANT)
763 WEST NEW CIRCLE RD, BLDG 2
P O Box 11127
LEXINGTON, KY 40512-0127
859-246-2355
859-246-2354

PHONE
FAX



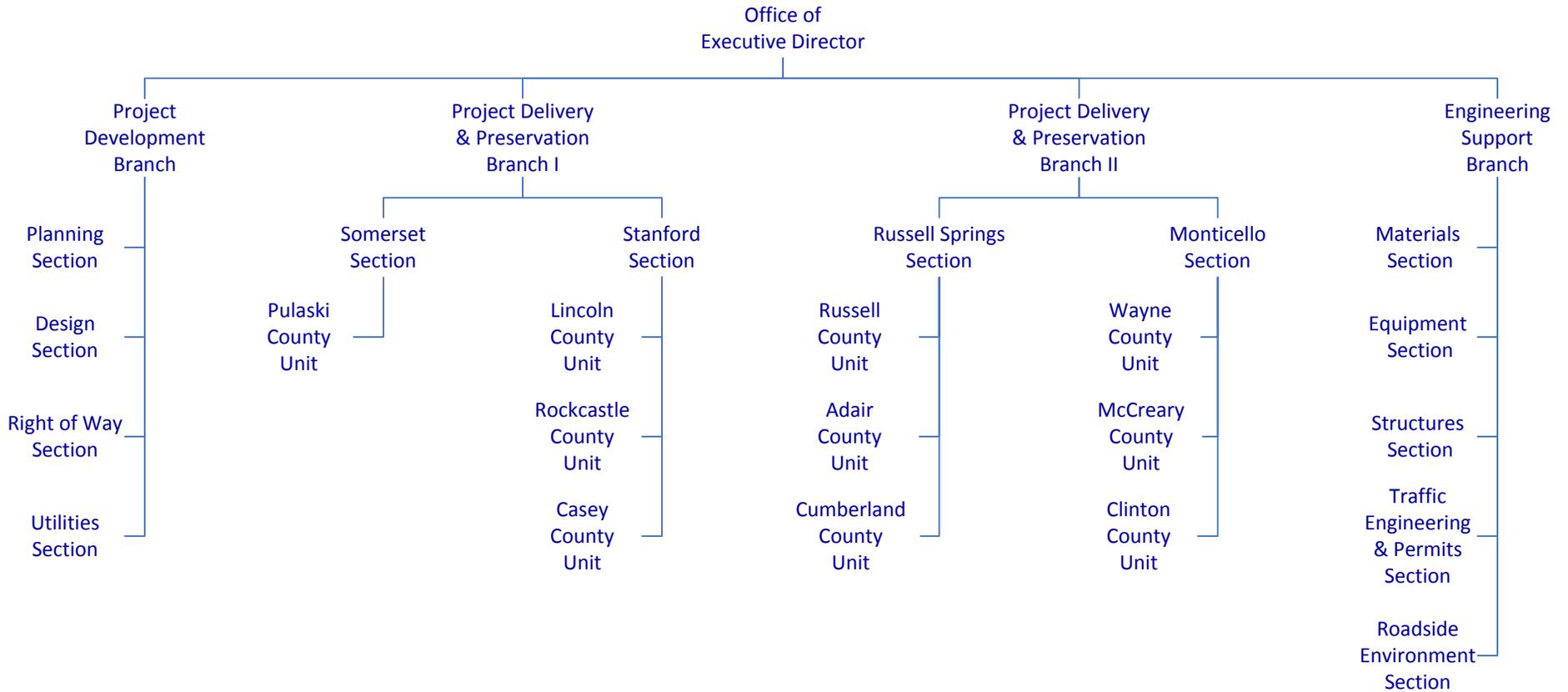
COUNTY	SEAT	COUNTY	SEAT
ANDERSON	LAWRENCEBURG	JESSAMINE	NICHOLASVILLE
BOURBON	PARIS	MADISON	RICHMOND
BOYLE	DANVILLE	MERCER	HARRODSBURG
CLARK	WINCHESTER	MONTGOMERY	MT. STERLING
FAYETTE	LEXINGTON	SCOTT	GEORGETOWN
GARRARD	LANCASTER		



Office of Highway District 8



Somerset





Highway District 8—Somerset

OFFICE OF HIGHWAY DISTRICT 8

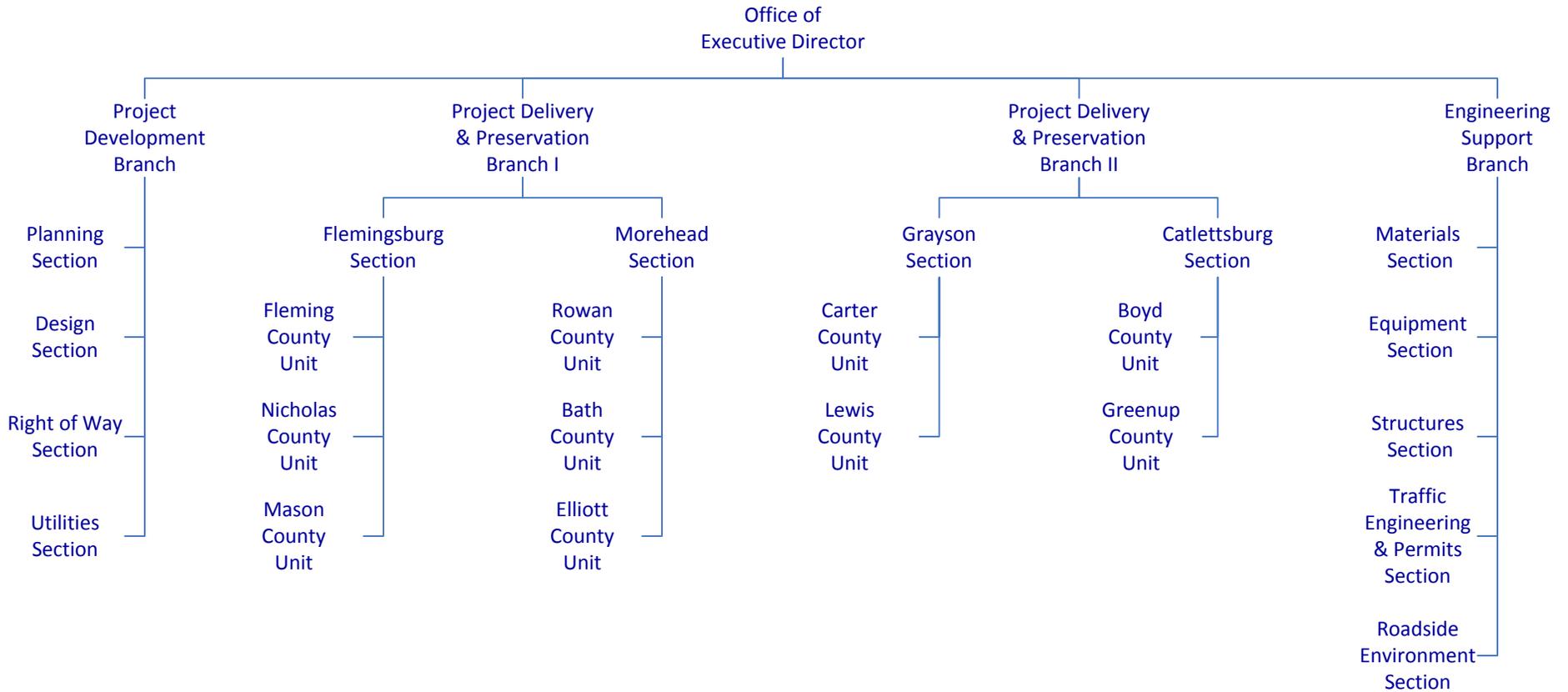
EXECUTIVE DIRECTOR (CDE) TAMRA WILSON
ADMINISTRATIVE COORDINATOR (VACANT)
LOCATION 1660 SOUTH HIGHWAY 27
P O BOX 780
SOMERSET, KY 42502-0780
PHONE 606-677-4017
FAX 606-677-4013



COUNTY	SEAT	COUNTY	SEAT
ADAIR	COLUMBIA	MCCREARY	WHITLEY
CASEY	LIBERTY	PULASKI	SOMERSET
CLINTON	ALBANY	ROCKCASTLE	MT. VERNON
CUMBERLAND	BURKESVILLE	RUSSELL	JAMESTOWN
LINCOLN	STANFORD	WAYNE	MONTICELLO



Office of Highway District 9 Flemingsburg





Highway District 9—Flemingsburg

OFFICE OF HIGHWAY DISTRICT 9

EXECUTIVE DIRECTOR (CDE)
ADMINISTRATIVE COORDINATOR
LOCATION

BART BRYANT
TROY SHROUT
822 ELIZAVILLE AVE
P O BOX 347
FLEMINGSBURG, KY 41041-0347
606-845-2551
606-849-2286

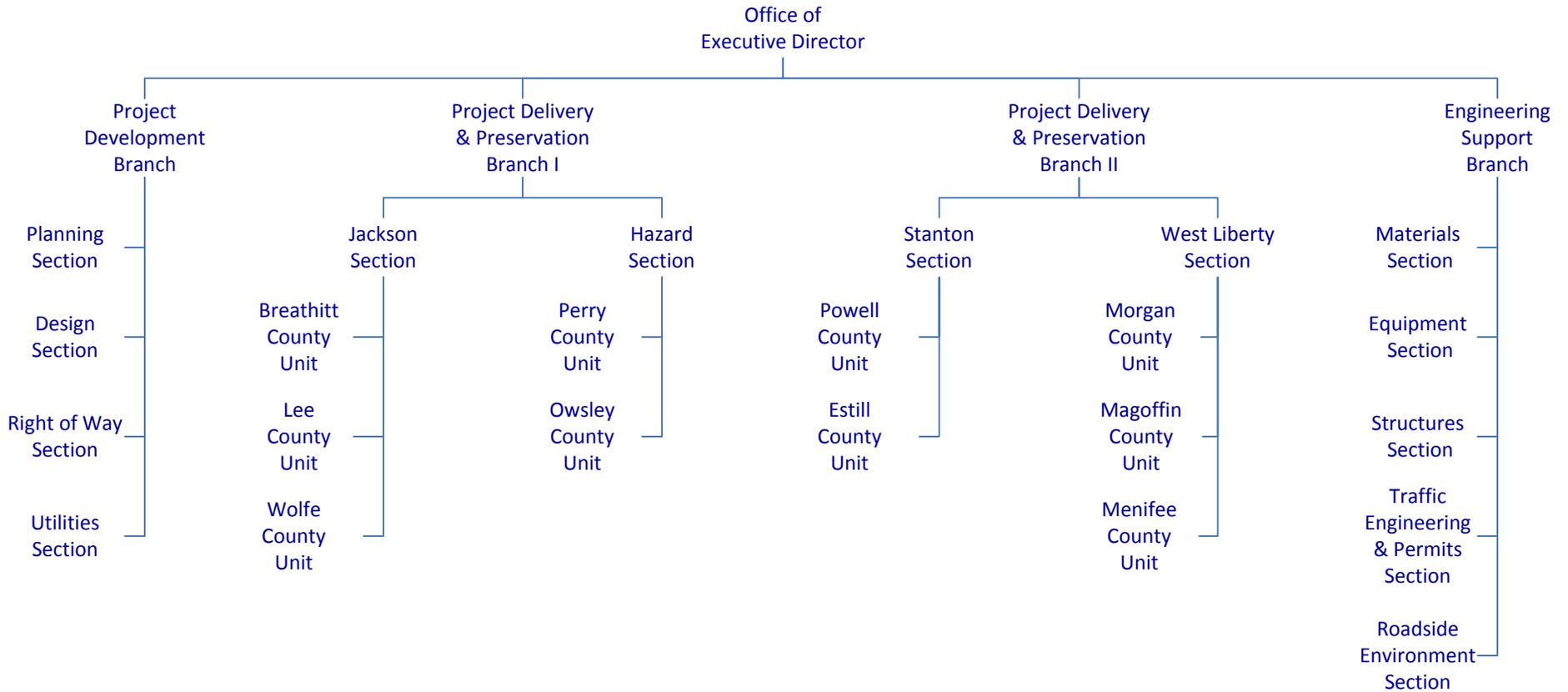
PHONE
FAX



COUNTY	SEAT	COUNTY	SEAT
BATH	OWINGSVILLE	GREENUP	GREENUP
BOYD	CATLETTSBURG	LEWIS	VANCEBURG
CARTER	GRAYSON	MASON	MAYSVILLE
ELLIOTT	SANDY HOOK	NICHOLAS	CARLISLE
FLEMING	FLEMINGSBURG	ROWAN	MOREHEAD



Office of Highway District 10 Jackson





Highway District 10—Jackson

OFFICE OF HIGHWAY DISTRICT 10

EXECUTIVE DIRECTOR (CDE)
ADMINISTRATIVE COORDINATOR
LOCATION

PHONE
FAX

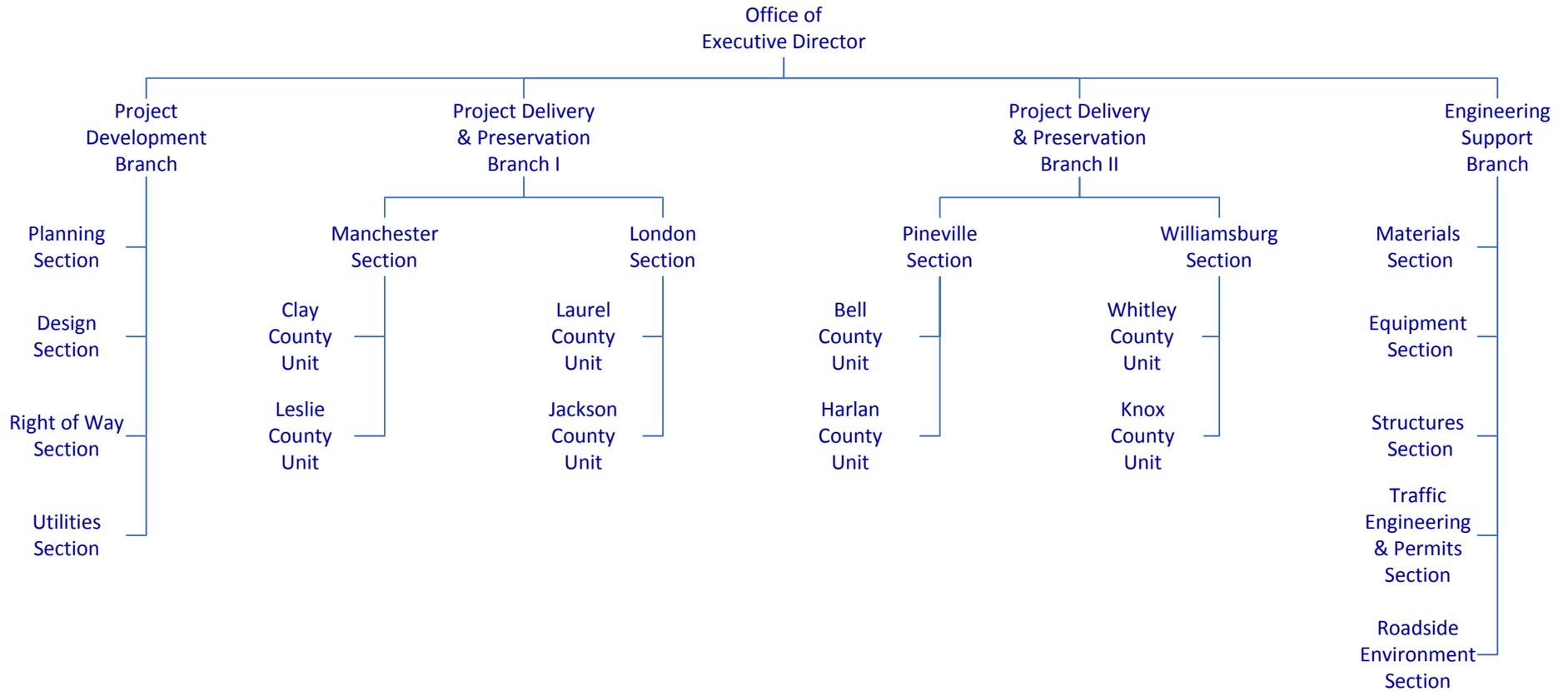
CORBETT CAUDILL
(VACANT)
473 HIGHWAY 15 SOUTH
P O Box 621
JACKSON, KY 41339-0621
606-666-8841
606-666-7074



COUNTY	SEAT	COUNTY	SEAT
BREATHITT	JACKSON	MORGAN	WEST LIBERTY
ESTILL	IRVINE	OWSLEY	BOONEVILLE
LEE	BEATTYVILLE	PERRY	HAZARD
MAGOFFIN	SALYERSVILLE	POWELL	STANTON
MENIFEE	FRENCHBURG	WOLFE	CAMPTON



Office of Highway District 11 Manchester





Highway District 11—Manchester

OFFICE OF HIGHWAY DISTRICT 11

EXECUTIVE DIRECTOR (CDE) MICHAEL CALEBS (ACTING)
ADMINISTRATIVE COORDINATOR (VACANT)
LOCATION 603 RAILROAD AVE
MANCHESTER, KY 40962
PHONE 606-598-2145
FAX 606-598-8269

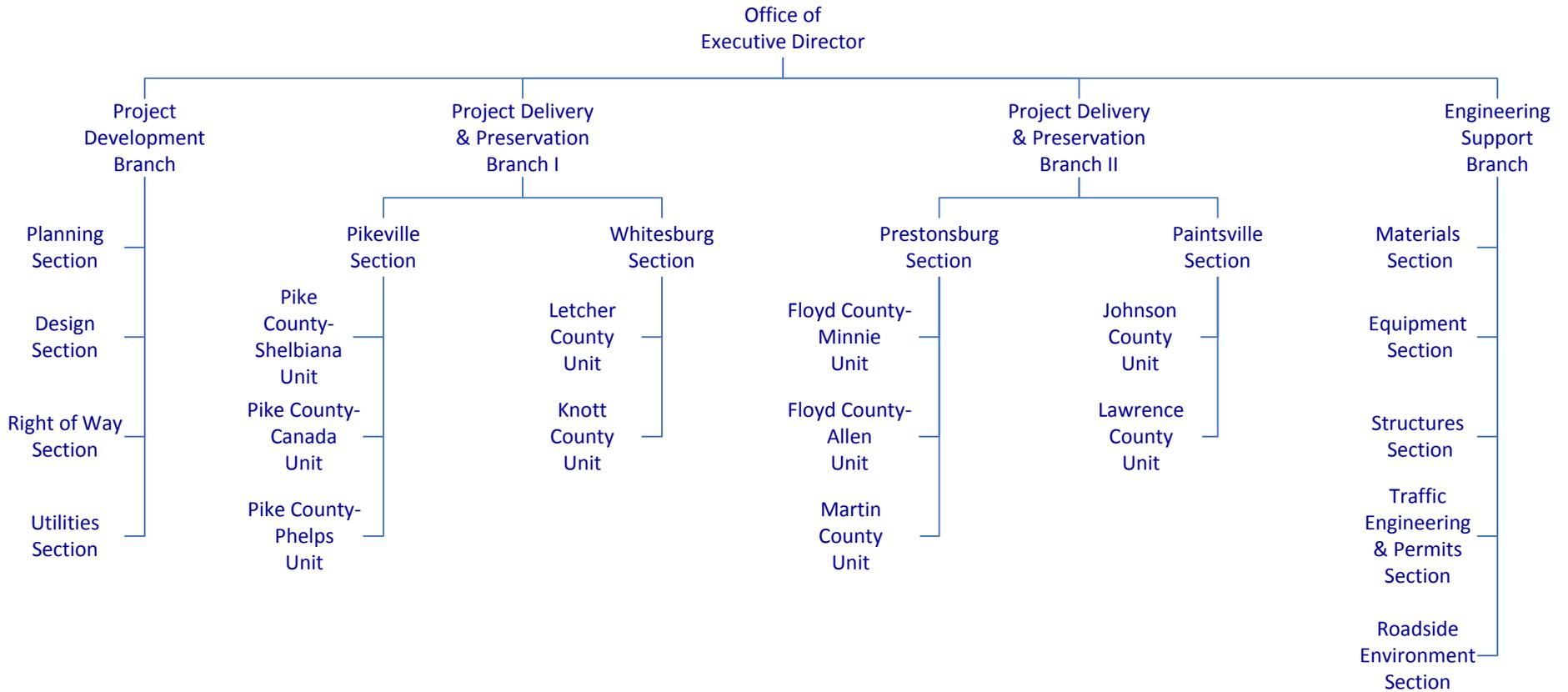


COUNTY	SEAT	COUNTY	SEAT
BELL	PINEVILLE	KNOX	BARBOURVILLE
CLAY	MANCHESTER	LAUREL	LONDON
HARLAN	HARLAN	LESLIE	HYDEN
JACKSON	MCKEE	WHITLEY	WILLIAMSBURG

**Central Office use only*



Office of Highway District 12 Pikeville





Highway District 12—Pikeville

OFFICE OF HIGHWAY DISTRICT 12

EXECUTIVE DIRECTOR (CDE)
ADMINISTRATIVE COORDINATOR
LOCATION

MARY WESTFALL-HOLBROOK
(VACANT)

109 LORAIN ST
PIKEVILLE, KY 41501-2486

PHONE
FAX

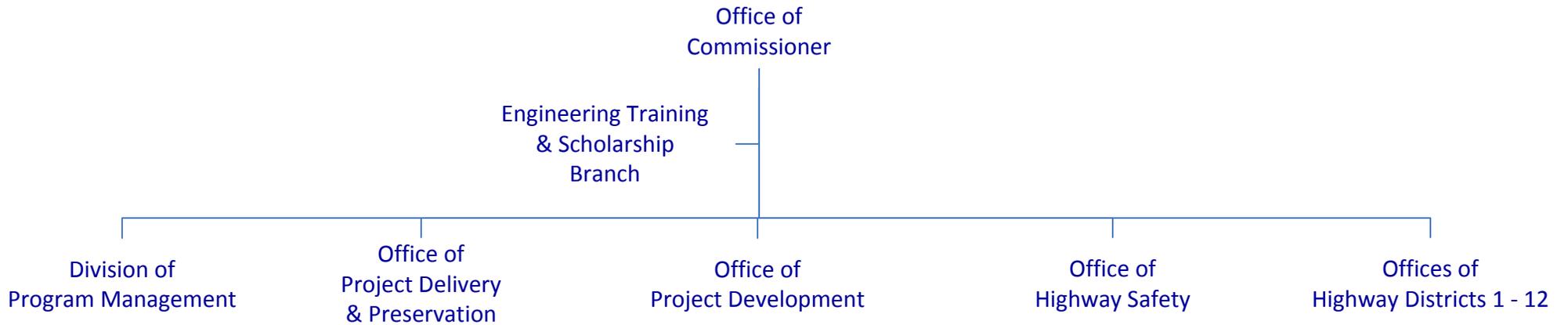
606-433-7791
606-433-7765



COUNTY	SEAT	COUNTY	SEAT
FLOYD	PRESTONSBURG	LETCHER	WHITESBURG
JOHNSON	PAINTSVILLE	MARTIN	INEZ
KNOTT	HINDMAN	PIKE	PIKEVILLE
LAWRENCE	LOUISA		



Department of Highways



06-16-2008



Highways

COMMISSIONER	(VACANT)
STATE HIGHWAY ENGINEER	PATTY DUNAWAY
LOCATION	TCOB, 6 TH FLOOR EAST
PHONE	502-564-3730
FAX	502-564-2277

DEPARTMENT OF HIGHWAYS

- ◆ Administers the development and delivery of highway projects
- ◆ Manages the preservation and operations of the state's highway system as prescribed by law
- ◆ Oversees the development and facilitation of the Kentucky's Strategic Highway Safety Plan and the Highways Safety Plan as required by the Federal Highway Administration and the National Highway Traffic Safety Administration
- ◆ Promotes avenues for effective training for engineers throughout their careers
- ◆ Facilitates recruitment of scholarship, co-op, and other engineering-related positions
- ◆ Comprises 15 offices:
 - Office of Project Development (6 divisions)
 - Office of Project Delivery and Preservation (6 divisions)
 - Office of Highway Safety (2 divisions)
 - Offices of Highway Districts 1—12

KEY WORDS

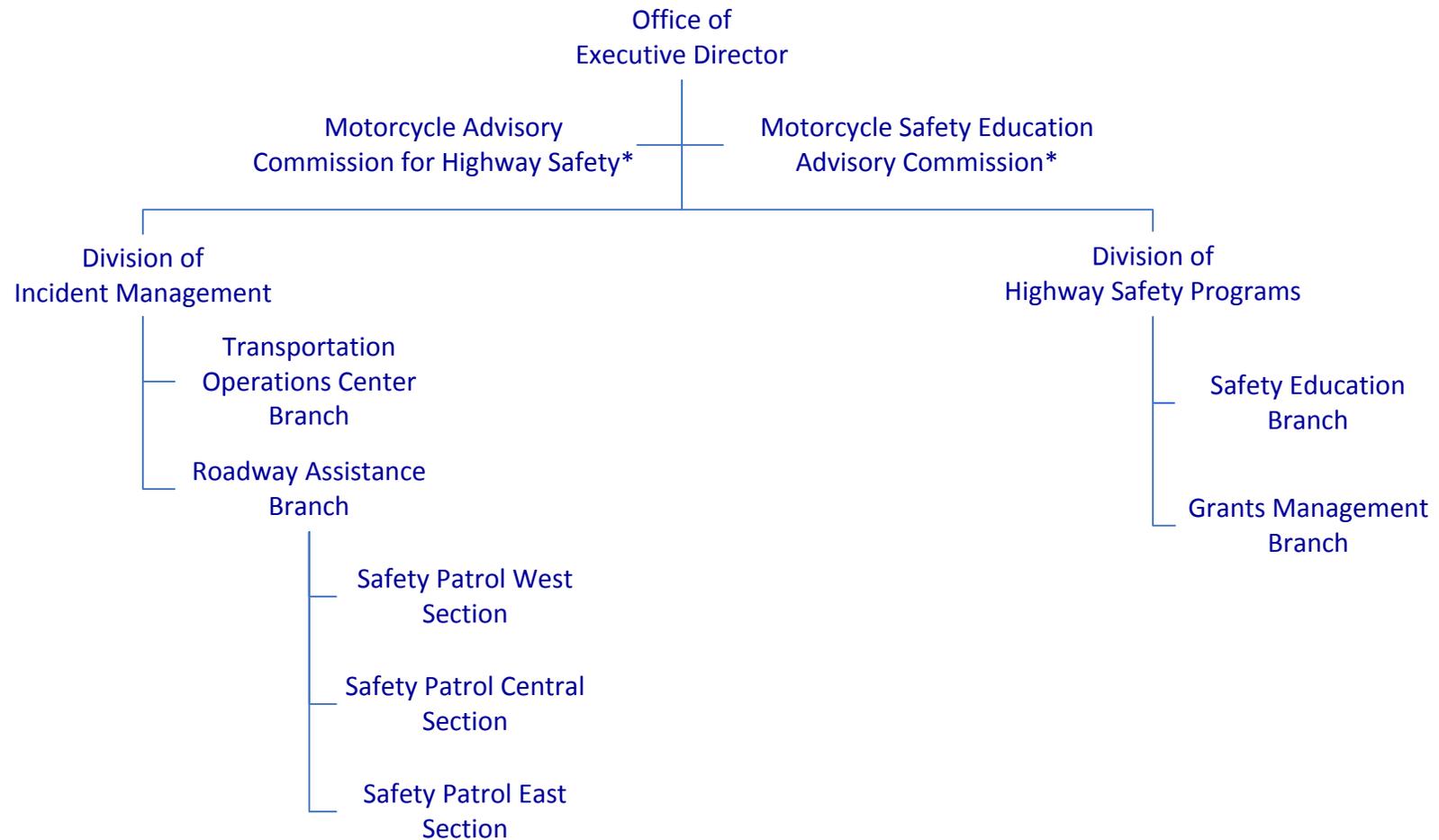
Engineering Recruitment
Engineering Training



Department of Highways



Office of Highway Safety



*Attached for Administrative Purposes

06-16-2008



Highway Safety

EXECUTIVE DIRECTOR	NOELLE HUNTER
DEPUTY EXECUTIVE DIRECTOR	(VACANT)
LOCATION	TCOB, 4 TH FLOOR WEST
PHONE	502-564-1438 / 3730
FAX	502-564-2629

OFFICE OF HIGHWAY SAFETY

- ◆ Provides uniformity in analysis, evaluation, coordination, and communication of highway- and traffic-safety data
- ◆ Facilitates development of partnerships with various agencies whose disciplines are engineering, education, enforcement, and emergency medical services
- ◆ Enhances and extends educational highway- and traffic-safety programs
- ◆ Comprises two divisions:
 - **DIVISION OF INCIDENT MANAGEMENT**
 - **DIVISION OF HIGHWAY SAFETY PROGRAMS**

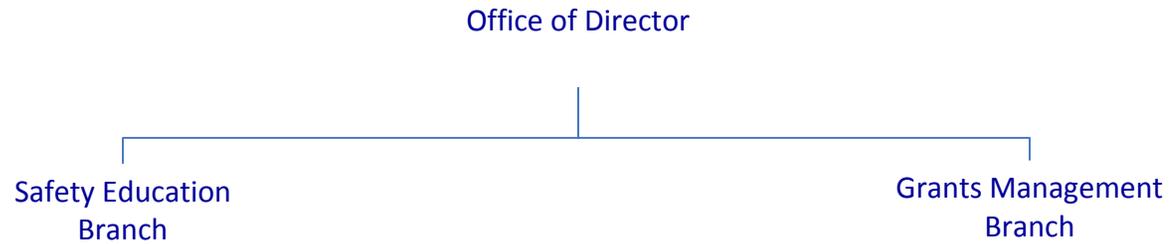
For administrative purposes, the Motorcycle Advisory Commission for Highway Safety and the Motorcycle Safety Education Advisory Commission are attached to the Office of Highway Safety.



Office of Highway Safety



Division of Highway Safety Programs



01-16-2009



Highway Safety Programs

DIRECTOR	(VACANT)
ASSISTANT DIRECTOR	MICHAEL SCHWENDAU
LOCATION	TCOB, 4 TH FLOOR WEST
PHONE	502-564-1438
FAX	502-564-2629

DIVISION OF HIGHWAY SAFETY PROGRAMS

- ◆ Develops and facilitates Kentucky's Strategic Highway Safety Plan (SHSP) and the Highways Safety Plan (HSP) as required by the Federal Highway Administration (FHWA) and the National Highway Traffic Safety Administration (NHTSA), respectively
- ◆ Analyzes and evaluates highway- and traffic-safety data and programs
- ◆ Maintains a Traffic Records System for identifying locations and causes of crashes
- ◆ Solicits grant applications from public and private entities within Kentucky for the delivery of highway-safety initiatives relating to enforcement, education, engineering, and emergency response and monitors and accounts for all grant monies
- ◆ Delivers traffic-safety programs to support civic, school, local-government, and citizen groups across the Commonwealth

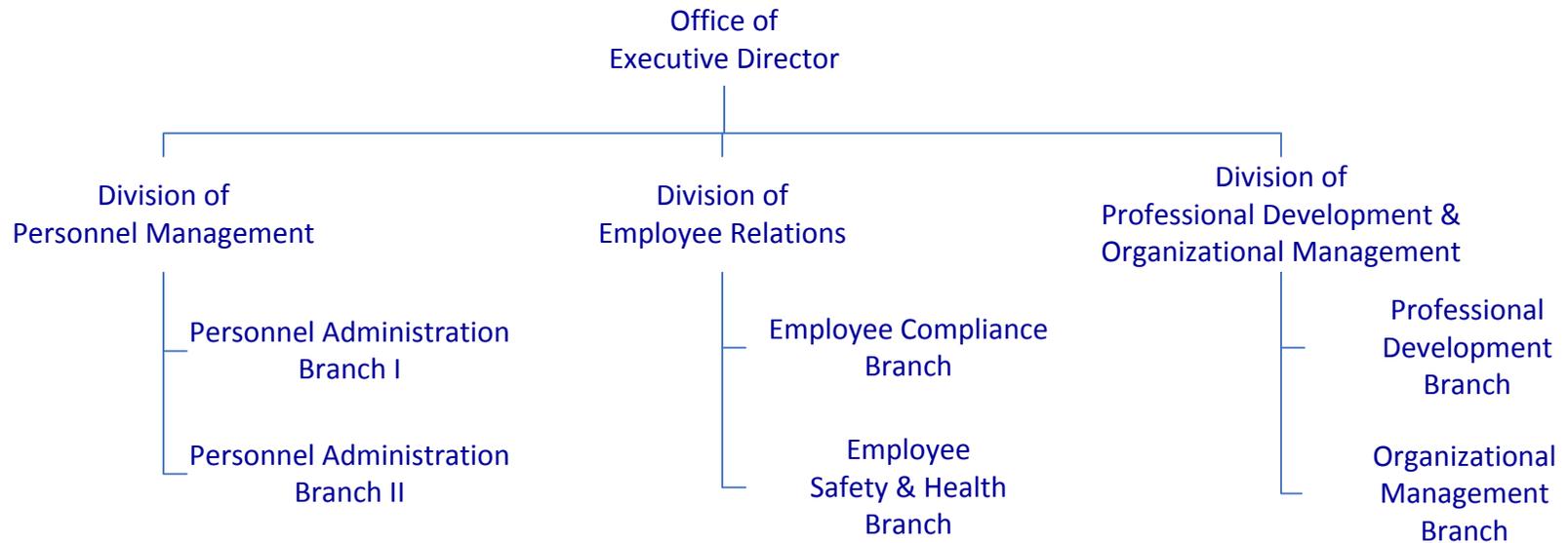
KEY WORDS

Buckle-That-Child Hotline	Highway Safety Data
Child Passenger Safety	Judgment Day
CRASH Database	Mock Crashes
Driver Improvement Course	Operation Drive Smart Blitz
Drive Smart Kentucky	Radar Trailers
Drive Smart Kentucky Bear	Rollover Simulator
Fatal Vision Goggles	Safety City
Ghost Outs	Strategic Highway Safety Plan
Governor's Executive Committee on Highway Safety	Traffic Records System
Grants, Highway Traffic Safety	Traffic Safety Checkpoints

**Acting*



Office of Human Resource Management





Human Resource Management

EXECUTIVE DIRECTOR	JOLENE PARRIS
DEPUTY EXECUTIVE DIRECTOR	J R DOBNER
LOCATION	TCOB, 6 TH FLOOR WEST
PHONE	502-564-4610
FAX	502-564-6683 / 0845

OFFICE OF HUMAN RESOURCE MANAGEMENT

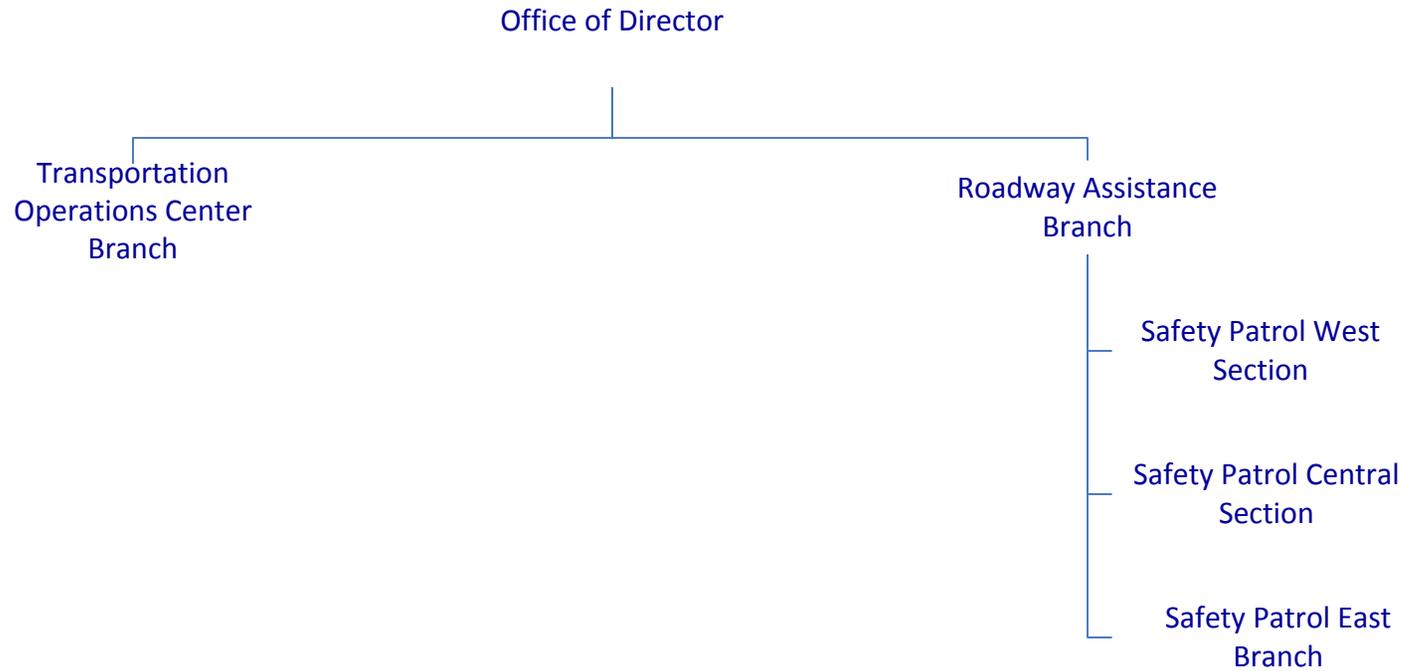
- ◆ Oversees the administration of:
 - Personnel records
 - Employee benefits
 - Payroll records
 - Employee performance evaluations
 - Structural reorganizations
 - Policy Manuals Program
 - Forms Program
- ◆ Ensures regulatory compliance and discipline
- ◆ Provides employee-training workshops
- ◆ Secures safe and healthful work environment
- ◆ Comprises three divisions:
 - **DIVISION OF PERSONNEL MANAGEMENT (INTRANET ONLY)**
 - **DIVISION OF EMPLOYEE RELATIONS (INTRANET ONLY)**
 - **DIVISION OF PROFESSIONAL DEVELOPMENT AND ORGANIZATIONAL MANAGEMENT (INTRANET ONLY)**



Office of Highway Safety



Division of Incident Management



06-16-2008



Incident Management

DIRECTOR	NOELLE HUNTER (ACTING)
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 1 ST FLOOR EAST
PHONE	502-564-2080
FAX	502-564-2978

DIVISION OF INCIDENT MANAGEMENT

- ◆ Gathers critical highway-condition and weather information on 24-hour, 7-day basis for dissemination to highway users and for coordination such information with regional transportation systems currently operating in three major urban areas:
 - Lexington
 - Louisville
 - Northern Kentucky-Cincinnati
- ◆ Oversees Safety Assistance for Freeway Emergencies (SAFE) Patrols, which provide assistance and security for disabled vehicles and their drivers along major thoroughfares in highway districts
- ◆ Develop and maintain equipment to patrol high-traffic-volume routes, such as interstate roads and parkways

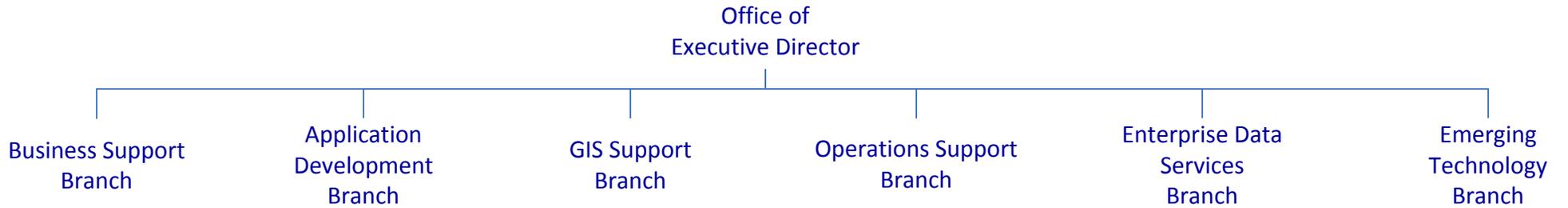
KEY WORDS

Emergency Response
511
SAFE Patrols

Traffic Conditions
Weather Monitoring



Office of Information Technology



12-16-2010



Information Technology

EXECUTIVE DIRECTOR	HEATHER STOUT
DEPUTY EXECUTIVE DIRECTOR	KENNETH JONES
LOCATION	TCOB, 4 TH FLOOR WEST
PHONE	502-564-8900
FAX	502-564-3174

OFFICE OF INFORMATION TECHNOLOGY

- ◆ Serves as primary contact with Commonwealth Office of Technology (COT)
- ◆ Interacts with other government, industry, association, and private entities on matters pertaining to information technology and telecommunications
- ◆ Comprises six branches:
 - **BUSINESS SUPPORT BRANCH** works directly with KYTC customers, vendors, and other government cabinets. The branch offers IT solutions, which include consulting, systems analysis, project management, technical documentation, and project lifecycle recommendations.
 - **APPLICATION DEVELOPMENT BRANCH** designs, develops, and maintains all custom PC-based software applications.
 - **GIS SUPPORT BRANCH** provides ongoing support and growth of the Cabinet's geographical information system (GIS) program.
 - **OPERATIONS SUPPORT BRANCH** serves as the technical point of contact with COT regarding infrastructure services, including security, telecommunications, desktop support, and billing review. The branch coordinates KYTC IT requests regarding PCs, laptops, printers, phones, and Blackberries, software, network and mainframe accounts, mailboxes, database issues, security exemptions, and VPN accounts.
 - **ENTERPRISE DATA SERVICES BRANCH** analyzes vital business data, determines gaps and redundancies, improves and protects quality and accessibility, governs and enforces data standards, stewardship, and procedures put in place by the data management function.
 - **EMERGING TECHNOLOGY BRANCH** provides and coordinates collaborative technology and social networking applications (SharePoint, for example) and Internet and Intranet services for the Cabinet.



Office of Inspector General



Office of
Executive Director

06-16-2004



Inspector General

EXECUTIVE DIRECTOR	BEN MCKOWN
DEPUTY EXECUTIVE DIRECTOR	(VACANT)
LOCATION	700 LOUISVILLE RD (BERRY MANSION)
PHONE	502-564-0501 OR 866-598-2644
FAX	502-564-6862

OFFICE OF INSPECTOR GENERAL

- ◆ Ensures accountability and efficiency within the Transportation Cabinet by investigating claims of waste, fraud, and abuse of Cabinet resources
- ◆ Investigates allegations of criminal acts and administrative wrongdoing by Cabinet employees, contractors, or others doing business with the Cabinet
- ◆ Serves as primary contact and coordinator of external investigations involving the Cabinet and its employees
- ◆ Provides recommendations to the Secretary to ensure program integrity
- ◆ Works closely with the Office of Legal Services, Office of Personnel Management, Office for Civil Rights and Small Business Development, and Cabinet department heads
- ◆ Provides employees with readily available and safe environment to report allegations of wrongdoing, regardless of geographic or organizational origin, without fear of reprisal

KEY WORDS

Investigations (External/Internal)
Liaison with Law Enforcement
Program Compliance

Program Integrity
Program Oversight
Waste, Fraud, and Abuse



Kentucky Airport Zoning Commission

ADMINISTRATOR	RANDALL ROYER
LOCATION	90 AIRPORT RD
PHONE	502-564-0099
FAX	502-564-0172

KENTUCKY AIRPORT ZONING COMMISSION, attached to the Transportation Cabinet for administrative purposes:

- ◆ Issues permits for structures on all public-use airports and heliports, seaplane bases, and military airports
- ◆ Issues permits for all structures off airport property that exceed 200 feet above ground level
- ◆ Ensures a safe and efficient air navigation system for the Commonwealth



Kentucky Motor Vehicle Commission

EXECUTIVE DIRECTOR	CARLOS CASSADY
DEPUTY EXECUTIVE DIRECTOR	(VACANT)
LOCATION	105 SEA HERO RD, SUITE 1
PHONE	502-573-1000
FAX	502-573-1003

KENTUCKY MOTOR VEHICLE COMMISSION, attached to the Transportation Cabinet for administrative purposes:

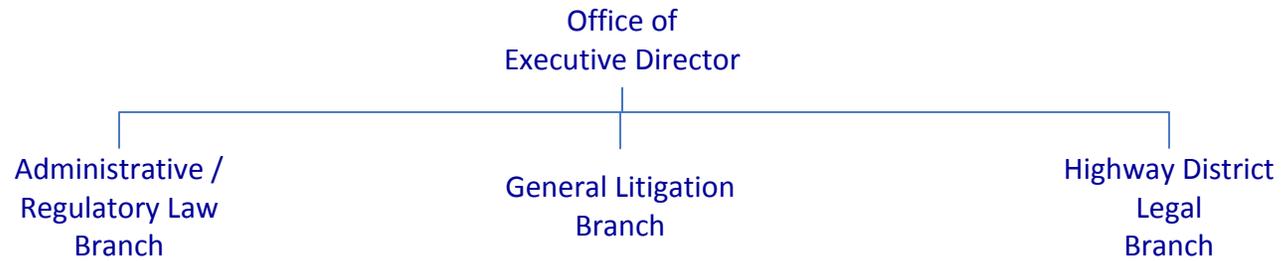
- ◆ Licenses motor vehicle dealers, salespersons, manufacturers, distributors, and their representatives who advise new motor vehicle dealers in Kentucky per KRS Chapter 190
- ◆ Provides protection of consumers' rights by investigating complaints against dealerships
- ◆ Issues administrative citations to dealers who fail to comply with laws governing motor vehicle sales

KEY WORDS

Auto Dealer: Citations, Complaints Against, False Advertisement, Licensing, Rights Protection
Motor Vehicle Manufacturers/Distributors



Office of Legal Services



06-16-2008



Legal Services

EXECUTIVE DIRECTOR	KEVIN MOORE
DEPUTY EXECUTIVE DIRECTOR	WILL FOGLE
DEPUTY EXECUTIVE DIRECTOR	MATTHEW HENDERSON
LOCATION	TCOB, 6 TH FLOOR
PHONE	502-564-7650
FAX	502-564-5238

OFFICE OF LEGAL SERVICES

- ◆ Represents and advises Transportation Cabinet officials in all legal matters
- ◆ Drafts and reviews:
 - Contracts
 - Memoranda of Agreement
 - Official Orders
 - Policy Manuals
- ◆ Investigates and defends Cabinet-related claims filed with the Board of Claims
- ◆ Defends Transportation Cabinet in civil litigation
- ◆ Pursues collections of debts owed to the Cabinet
- ◆ Conducts general litigation, including enforcement actions relating to:
 - Civil Rights
 - Condemnations
 - Contractor Claims and Liens
 - Encroachments
 - Junkyards and Billboards
 - Motor Fuels and Usage-Tax Appeals
 - Personnel Issues
 - Vehicle Regulation
- ◆ Processes Open Records requests
- ◆ Administers the Cabinet's Records Retention Schedule
- ◆ Drafts, reviews, and approves Administrative Regulations for the Cabinet

KEY WORDS

Administrative Regulations
Board of Claims
Civil Litigation
Collections of Debts
Condemnation
First Report of Injury or Illness (IA-1)
Hearings

Legislation
Open Records
Personnel Board Hearings
Property Damage Claims
Records Retention
Reverse Condemnation



Department of Rural & Municipal Aid



Office of Local Programs

Office of
Executive Director

01-16-2009



Local Programs

EXECUTIVE DIRECTOR	(VACANT)
DEPUTY EXECUTIVE DIRECTOR	(VACANT)
LOCATION	TCOB, 6 TH FLOOR EAST
PHONE	502-564-2060
FAX	502-564-6615

OFFICE OF LOCAL PROGRAMS

- ◆ Administers federally funded reimbursement programs and other programs as determined by the Secretary of Transportation Cabinet

KEY WORDS

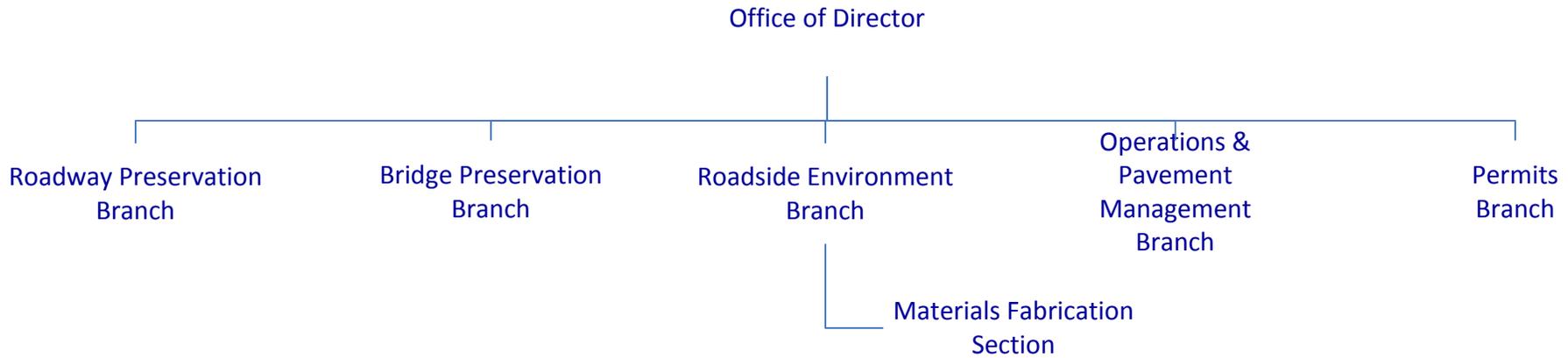
Congestion Mitigation and Air Quality (CMAQ)
National Scenic Byways Program
Safe Routes to School Program (SRTS)
Transportation Alternatives Program (TAP)
Transportation, Community and Systems Preservation (TCSP)
Transportation Enhancement Program (TE)



Office of Project Delivery & Preservation



Division of Maintenance



12-16-2010



Maintenance

DIRECTOR	JON WILCOXSON
ASSISTANT DIRECTOR	DAVID CORNETT
LOCATION	TCOB, 3 RD FLOOR EAST
PHONE	502-564-4556
FAX	502-564-3532

DIVISION OF MAINTENANCE

- ◆ Develops and monitors minimum standards of maintenance for state highway system
- ◆ Coordinates allocation of personnel and resources among highway districts
- ◆ Provides maintenance-related data collection for use by highways districts
- ◆ Coordinates winter and emergency roadway maintenance
- ◆ Coordinates roadway and bridge contract maintenance projects
- ◆ Coordinates various permit applications
- ◆ Manufactures highway signs for distribution to the districts
- ◆ Collects, refurbishes, and redistributes guardrail
- ◆ Reviews and processes permit applications for various roadway encroachments
- ◆ Coordinates bridge inspection program for all public bridges
- ◆ Prepares bridge-repair contracts
- ◆ Determines bridge-weight restrictions
- ◆ Conducts ride-quality testing of state-maintained roadways
- ◆ Prioritizes pavement rehabilitation and resurfacing projects
- ◆ Administers Maintenance Rating Program
- ◆ Oversees Intelligent Transportation System efforts
- ◆ Prepares contracts for various roadway repair work
- ◆ Coordinates panel-sign programs
- ◆ Administers rest-area maintenance contracts
- ◆ Coordinates statewide snow-and-ice response efforts
- ◆ Develops and oversees district maintenance budgets
- ◆ Administers mowing, striping, and other roadway-maintenance contracts
- ◆ Manufactures highway signs for distribution to the district

KEY WORDS

Bridge Maintenance

Maintenance Management

Maintenance Standards

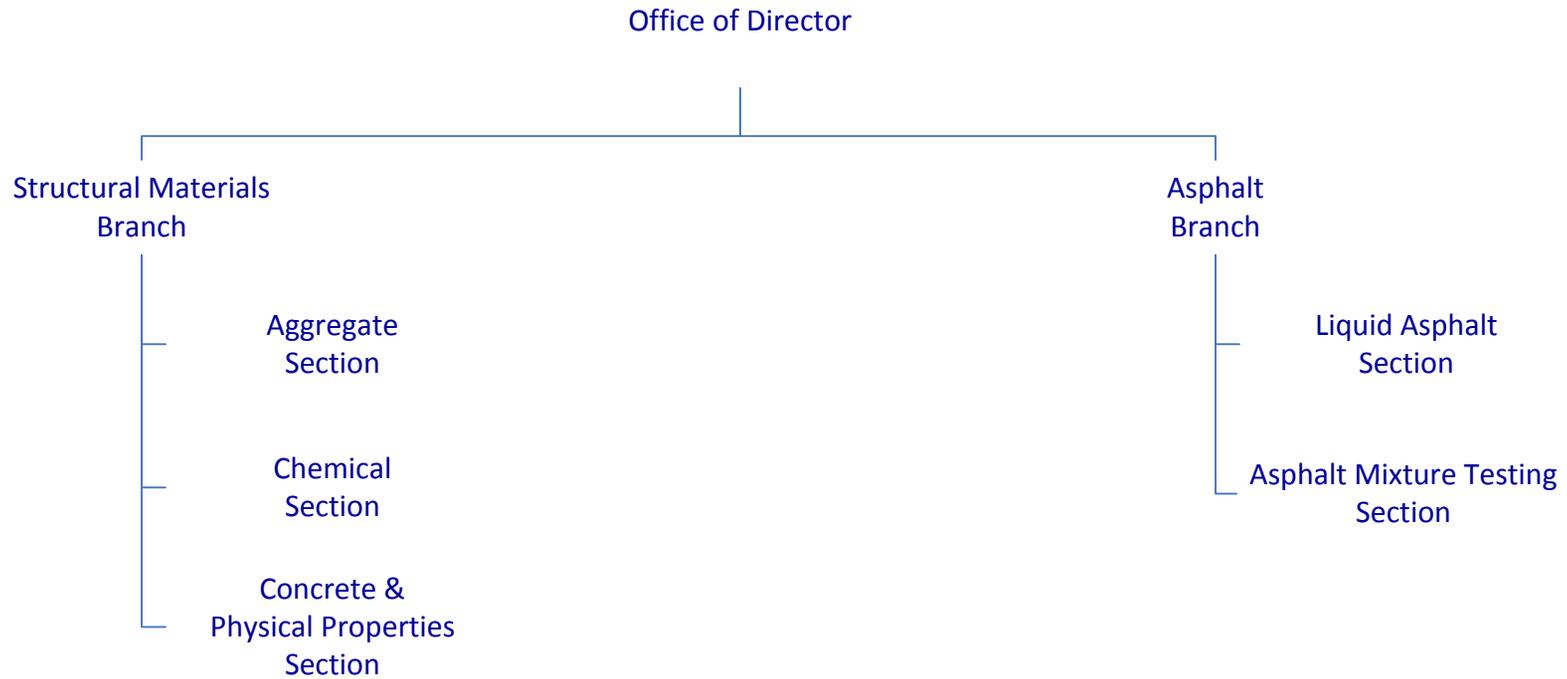
Pavement Maintenance

Roadside Maintenance

Winter Roadway Maintenance



Division of Materials





Materials

DIRECTOR	ALLEN MYERS
ASSISTANT DIRECTOR	(VACANT)
LOCATION	1227 WILKINSON BLVD
PHONE	502-564-3160
FAX	502-564-7034

DIVISION OF MATERIALS

- ◆ Establishes standards and controls for quality of materials used in construction and maintenance of highways
- ◆ Assists in developing standards and specifications for materials
- ◆ Establishes and supervises materials testing procedures
- ◆ Performs and approves acceptance testing of materials
- ◆ Conducts tests or investigations to determine suitability of locally available materials
- ◆ Coordinates training and qualification of technicians, district materials laboratories, and contractor laboratories that perform acceptance sampling and testing of materials

KEY WORDS

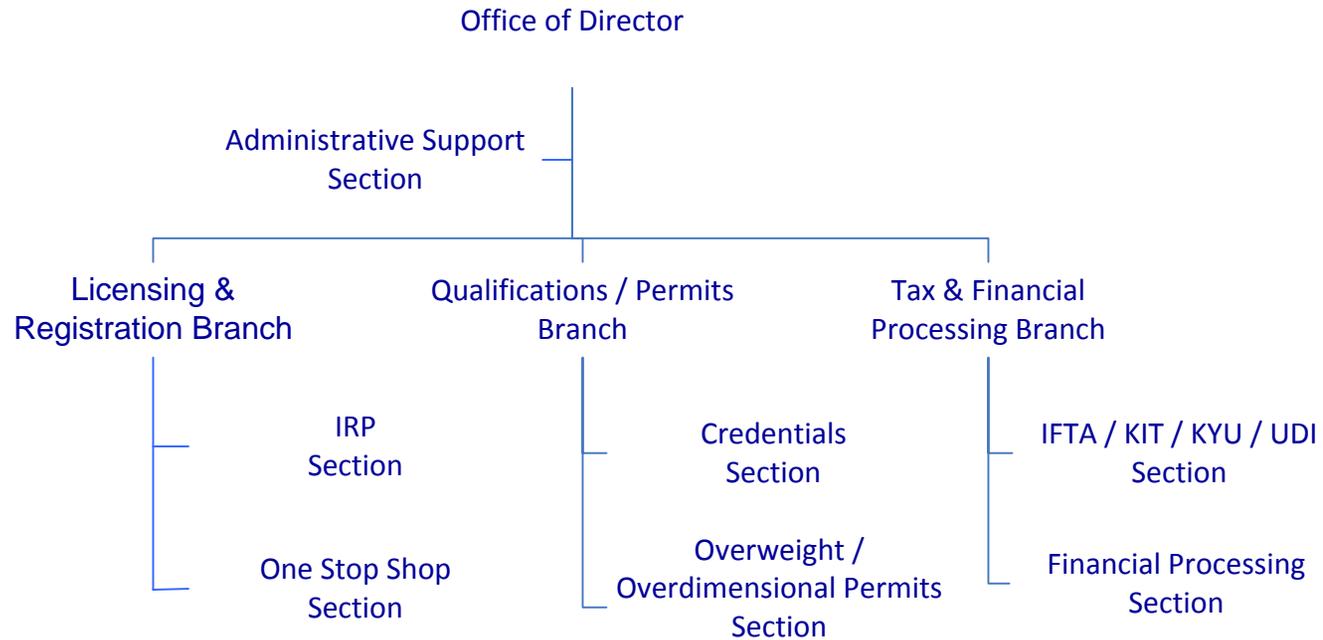
Materials Specifications
Materials Standards
Materials Testing



Department of Vehicle Regulation



Division of Motor Carriers



04-16-2010



Motor Carriers

DIRECTOR	BRIAN BEAVEN
ASSISTANT DIRECTOR	MARY MORRIS
LOCATION	TCOB, 2 ND FLOOR EAST
PHONE	502-564-1257
FAX	502-564-2132

DIVISION OF MOTOR CARRIERS

- ◆ Regulates all for-hire transportation in Kentucky per KRS 281
- ◆ Issues all overweight and overdimensional permits to trucking companies in Kentucky
- ◆ Collects fuel and supplemental highway-user taxes from motor carriers per KRS 138.655–138.725
- ◆ Regulates rates charged and services rendered by for-hire carriers of property and passengers
- ◆ Administers International Registration Plan (IRP)

KEY WORDS

Apportioned Registration
Authority by Wire
For-Hire Transportation
Highway User Tax Collection
IFTA (International Fuel Tax Agreement)
IRP (International Registration Plan)

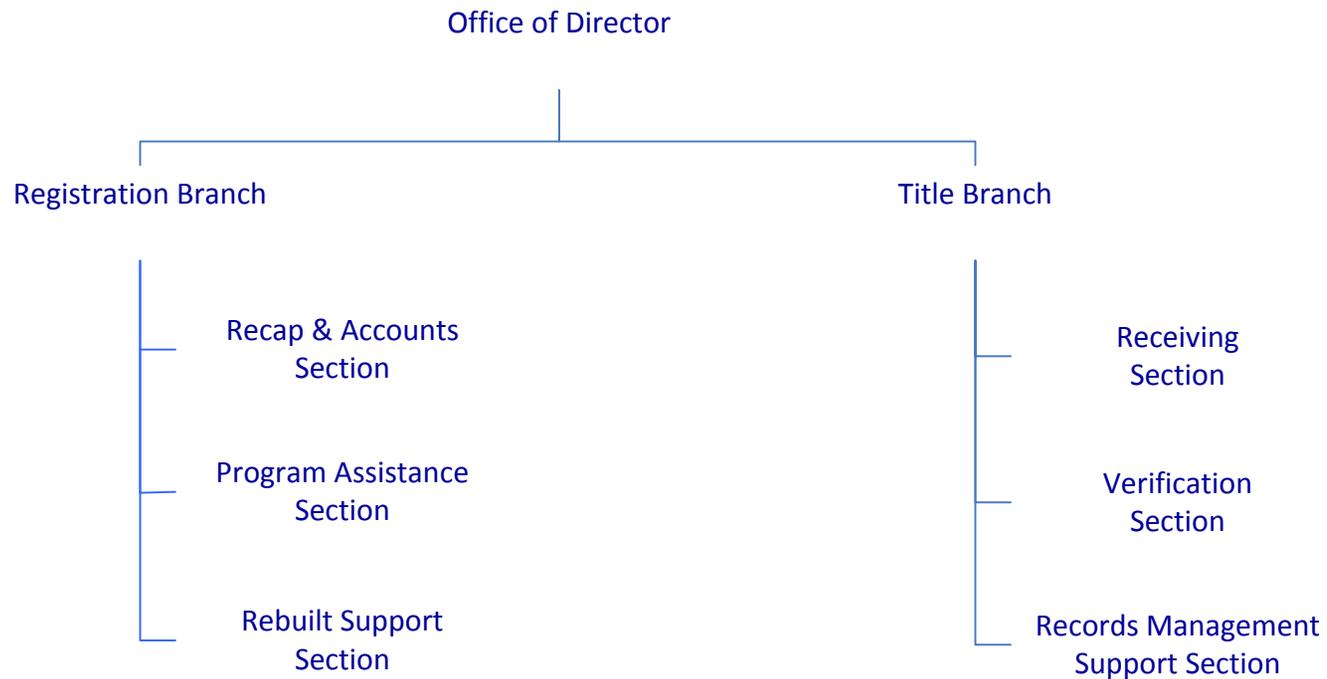
Licenses: Bus, KYU, Limousine, Solid-Waste
Transporter, Taxicab
Nonemergency Transportation
Permits: Fuel, Overweight / Overdimensional,
Temporary, U Drive-It
Tariffs and Rate Filings
VIN (Vehicle Identification Number)



Department of Vehicle Regulation



Division of Motor Vehicle Licensing



12-16-2010



Motor Vehicle Licensing

DIRECTOR	STEPHANIE WILLIAMS
ASSISTANT DIRECTOR	GODWIN ONODU
LOCATION	TCOB, 2 ND FLOOR EAST
PHONE	502-564-1257
FAX	502-564-0471

DIVISION OF MOTOR VEHICLE LICENSING

- ◆ Enables Kentucky's county clerks to perform all transactions related to titling and registering all vehicles, trailers, and boats in accordance with KRS 186 and 186A
- ◆ Comprises 2 branches:
 - Registration Branch registers all vehicles, issues all license plates and decals, and handles all dealer refunds; Help Desk answers all customer calls and handles weekly and monthly clerk payments.
 - Title Branch processes and distributes all paperwork relating to vehicle and boat titling.

KEY WORDS

Boats
Disabled Parking
License Plates
Liens
Rebuilds

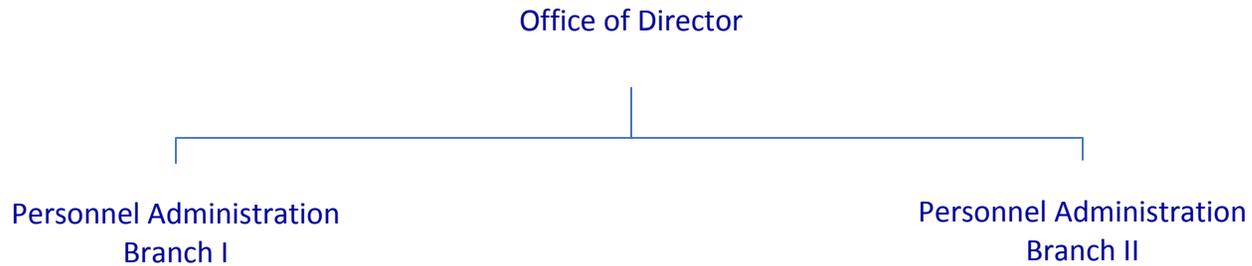
Repossession
Salvage Titles
Sheriff Inspections
Temporary Tags
Titles



Office of Human Resource Management



Division of Personnel Management



12-16-2012



Personnel Management

DIRECTOR	(VACANT)
ASSISTANT DIRECTOR	MICHELE BARNES
LOCATION	TCOB, 6 TH FLOOR WEST
PHONE	502-564-4610
FAX	502-564-0845 / 6683

DIVISION OF PERSONNEL MANAGEMENT

- ◆ Reviews, approves, and processes employee/position actions
- ◆ Administers payroll and employee benefits
- ◆ Recommends staffing levels per employment needs and availability of funds
- ◆ Interprets personnel statutes, regulations, policies, and procedures
- ◆ Provides technical assistance and advice to management and employees

KEY WORDS

Benefits, Employee

Classifications, Employee

Employment Practices

Insurance, Employee

Leave, Family Medical

Leave Sharing, Annual or Sick

Payroll

Personnel Records

Tax Deductions

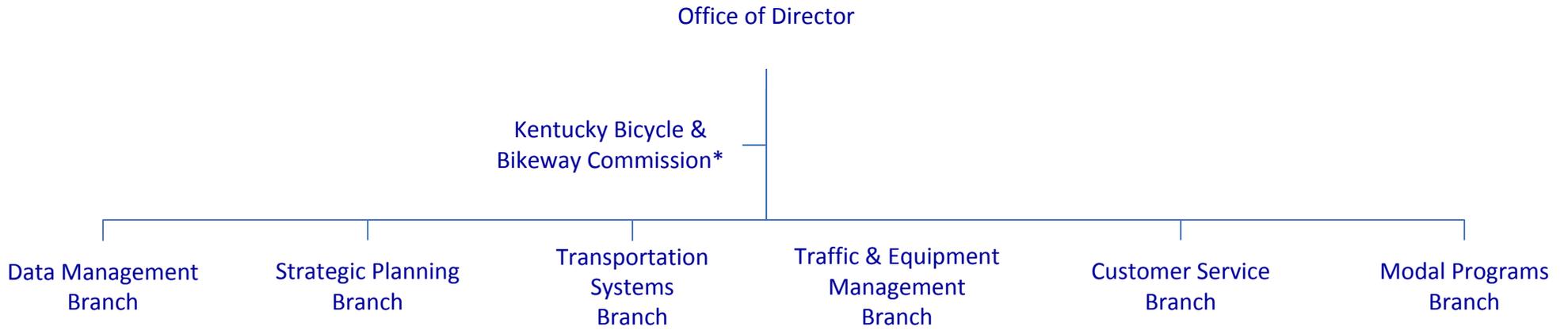
Withholdings, Employee



Office of Project Development



Division of Planning



*Attached for Administrative Purposes

01-16-2010



Planning

DIRECTOR	JOHN MOORE
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 5 TH FLOOR WEST
PHONE	502-564-7183
FAX	502-564-2865

DIVISION OF PLANNING

- ◆ Collects and maintains highway data to provide basis for projects and programs that Cabinet implements
- ◆ Maintains GIS transportation base map
- ◆ Prepares and submits various planning-related reports to Federal Highway Administration
- ◆ Identifies and analyzes needs for highways and other transportation modes
- ◆ Coordinates metropolitan, urban, rural, and statewide transportation planning
- ◆ Performs planning for railroads, river ports, freight movement, ferries, park-and-ride lots, and bicycle trails and tours
- ◆ Generates traffic projections
- ◆ Performs regional air-quality conformity

For administrative purposes, the [KENTUCKY BICYCLE AND BIKEWAY COMMISSION](#) is attached to the Division of Planning.

KEY WORDS

Access Management	Metropolitan Planning Organizations
Air Quality	Official State Highway Map
Area Development Districts	Park-and-Ride Lots
Bicycle & Pedestrian Program	Planning Studies
Coal Haul System	Rail Planning
Congestion Management	River Ports
Ferry Operations Program	Traffic Counts
Geographic Information Systems	Traffic Forecasting
Highway Information System	Transportation Plans
Highway Mapping	Weigh in Motion
Highway Performance Monitoring System	

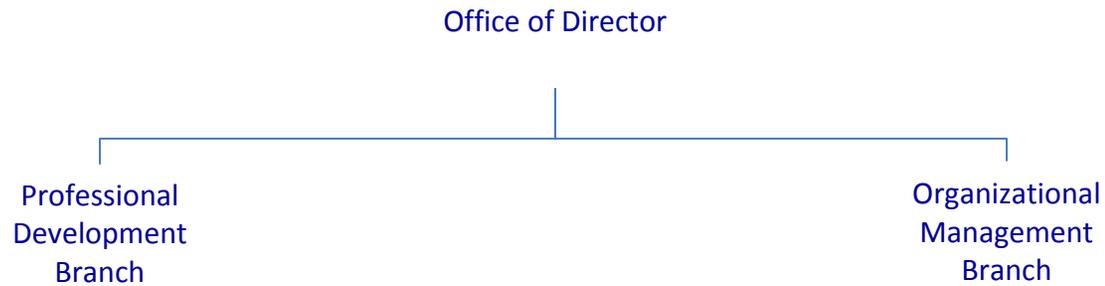
**Acting*



Office of Human Resource Management



*Division of Professional Development
& Organizational Management*



06-16-2008



Professional Development & Organizational Management

DIRECTOR	(VACANT)
ASSISTANT DIRECTOR	JOHN ROBERTS
LOCATION	TCOB, 6 TH FLOOR WEST
PHONE	502-564-4610
FAX	502-564-6683

DIVISION OF PROFESSIONAL DEVELOPMENT & ORGANIZATIONAL MANAGEMENT

- ◆ Develops and conducts training workshops, including orientation and in-service training
- ◆ Enrolls Cabinet employees in workshops conducted by other training providers
- ◆ Maintains Cabinet training records
- ◆ Administers Advanced Leadership Academy (ALA), Roadmap Program, Guiding Potential Supervisors (GPS) Program, and Supervisor Training and Resources (STAR) Program
- ◆ Oversees Educational Assistance Program for the Cabinet
- ◆ Manages Civil Engineering Scholarship Program and Civil Engineering Technology Scholarship Program
- ◆ Tracks budget and processes payments for external training, employee physical exams, and drug testing
- ◆ Tracks renewal of professional licenses of employees, including CDLs
- ◆ Oversees Employee Suggestion Program
- ◆ Administers Employee Performance Evaluation records
- ◆ Designs and administers Cabinet policy manuals, forms, organizational charts, management contact listings, and other organizational documents
- ◆ Drafts Executive and Administrative Orders for Cabinet reorganizations
- ◆ Drafts Official Orders for Cabinet
- ◆ Manages Intranet and Internet sites for Office of Human Resource Management (OHRM)
- ◆ Maintains distribution lists of all Central Office personnel and all Cabinet management personnel and serves as primary postmaster for the Cabinet
- ◆ Coordinates development and implementation of strategic plan for OHRM

KEY WORDS

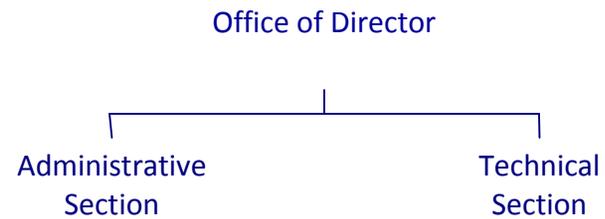
Advanced Leadership Academy (ALA)	Orientation Training
Civil Engineering Scholarship Programs	Policy Manuals, Cabinet
Educational Assistance	Postmasters
Employee Suggestion Program	Professional Licenses (CDLs)
Evaluations, Employee Performance	Reorganizations
Forms, Cabinet	Roadmap Program
GPS Program	STAR Program
Leadership Training	Strategic Plan, OHRM
Management Contact Listings	Training Records
Official Orders	Training Workshops
Organizational Charts	Websites, OHRM



Office of Project Development



Division of Professional Services



05-16-2013



Professional Services

DIRECTOR	ERIC PELFREY
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 3 RD FLOOR WEST
PHONE	502-564-4555
FAX	502-564-4422

DIVISION OF PROFESSIONAL SERVICES

- ◆ Develops measures to ensure transportation planning needs are defined in projects that generate envisioned Cabinet and stakeholder outcomes through successful project management practices
- ◆ Supports procurement of professional consultant services for project development needs
- ◆ Coordinates and maintains the prequalification status of consultants for the Cabinet
- ◆ Develops monthly advertisements for project-specific and statewide engineering services
- ◆ Prepares the consultant selection committees and oversees the qualifications-based selection process
- ◆ Negotiates an appropriate fee and issues a contract with the selected consultant for engineering services
- ◆ Processes final pay estimates for all consultant contracts

KEY WORDS

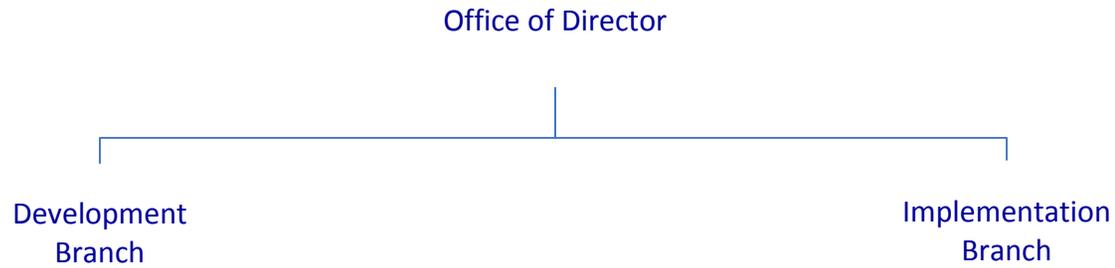
Consultant Services
Engineering Procurement
Prequalification
Project Development
Project Management
Qualifications-Based Selection (QBS)
Request for Proposal (RFP)



Department of Highways



Division of Program Management



08-16-2000



Program Management

DIRECTOR	RON RIGNEY
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 6 TH FLOOR EAST
PHONE	502-564-3388
FAX	502-564-4809

DIVISION OF PROGRAM MANAGEMENT

- ◆ Develops and monitors Six-Year Highway Plan (SYP)
- ◆ Develops and monitors Statewide Transportation Improvement Program (STIP)
- ◆ Monitors project expenditures for “cash flow balances”
- ◆ Processes requests for state and federal funding
- ◆ Prepares state and federal funding authorization documents
- ◆ Monitors Oracle SYP Preconstruction Status System and prepares monthly reports
- ◆ Provides and maintains web-based location maps of SYP projects
- ◆ Monitors federal funding and prepares weekly reports
- ◆ Prepares Federal Discretionary Funding applications
- ◆ Coordinates federal funding eligibility checks for Congressional-earmarked projects
- ◆ Prepares ad-hoc special reports for Congressional members, Governor, Kentucky legislators, Federal Highway Administration (FHWA), Secretary of Transportation, Commissioner of Highways, State Highway Engineer and staff, Central Office divisions, KYTC districts, and open-records requests
- ◆ Performs Geographic Information Systems (GIS) and dynamic Internet data collection

KEY WORDS

Cash Flow Balances	Project Authorization
Federal-Aid Funds	Project Mapping
Federal-Aid Program	PR-1 Federal Funding Programming
Federal Discretionary Funding	Six-Year Highway Plan
Federal Highway Administration	State Transportation Improvement Program
Geographic Information Systems	TC-10 State Funding Authorization Document & Funding Request
HB 655 Requests & Other Project Requests	Web Reporting
Preconstruction Status Report	

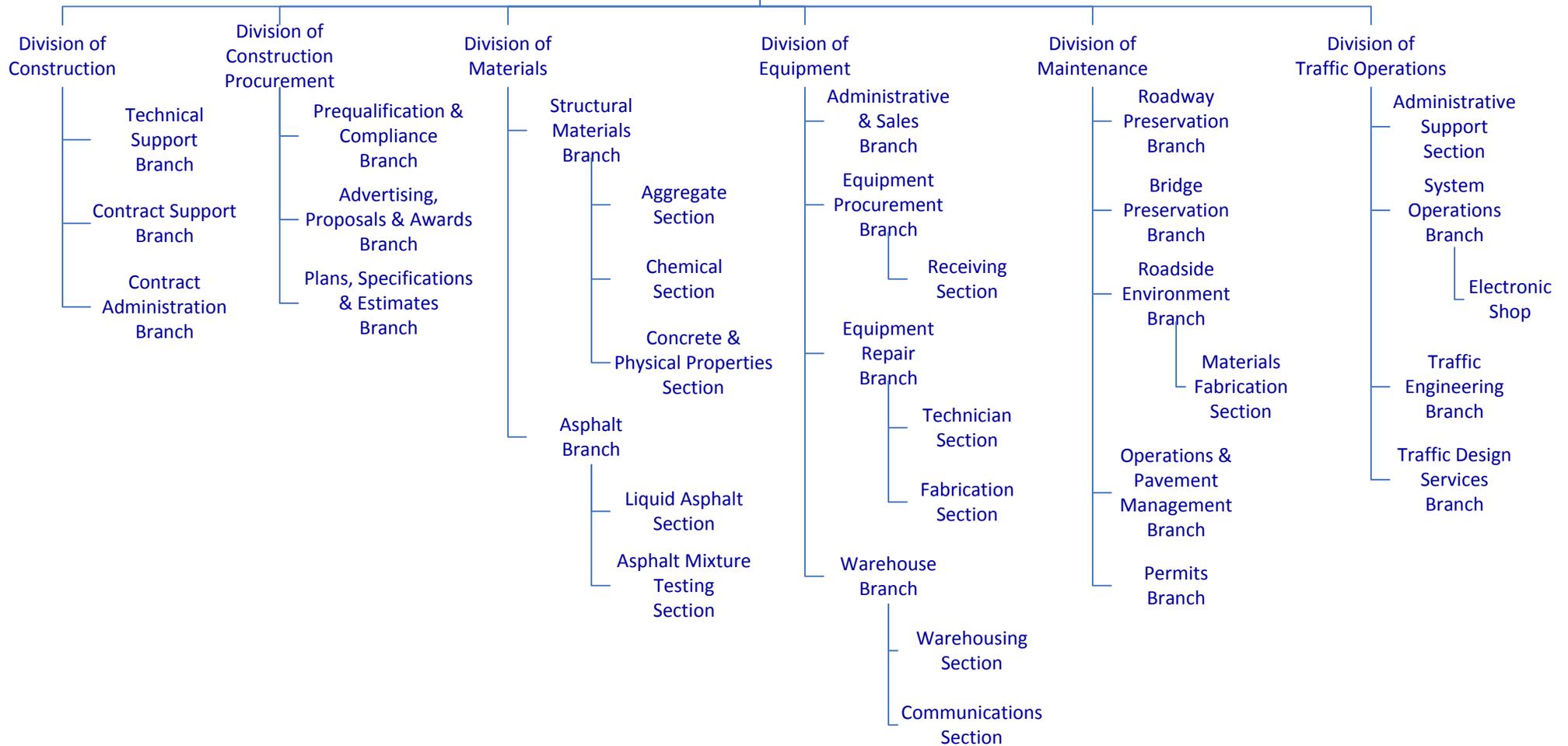


Department of Highways



Office of Project Delivery & Preservation

Office of
Executive Director



06-16-2008



Project Delivery & Preservation

EXECUTIVE DIRECTOR

ANDY BARBER

DEPUTY EXECUTIVE DIRECTOR

(VACANT)

LOCATION

TCOB, 6TH FLOOR EAST

PHONE

502-564-3730

FAX

502-564-2277

OFFICE OF PROJECT DELIVERY AND PRESERVATION

- ◆ Formulates and implements all construction phases of state highway projects, including construction procurement and materials utilization
- ◆ Formulates and implements all policies and procedures pertaining to maintenance, traffic control, and equipment utilization for the state highway system
- ◆ Coordinates with planning, pavement-management, and bridge-management functions to optimize the highway system
- ◆ Comprises six divisions:
 - **DIVISION OF CONSTRUCTION**
 - **DIVISION OF MATERIALS**
 - **DIVISION OF CONSTRUCTION PROCUREMENT**
 - **DIVISION OF MAINTENANCE**
 - **DIVISION OF TRAFFIC OPERATIONS**
 - **DIVISION OF EQUIPMENT**

**Acting*

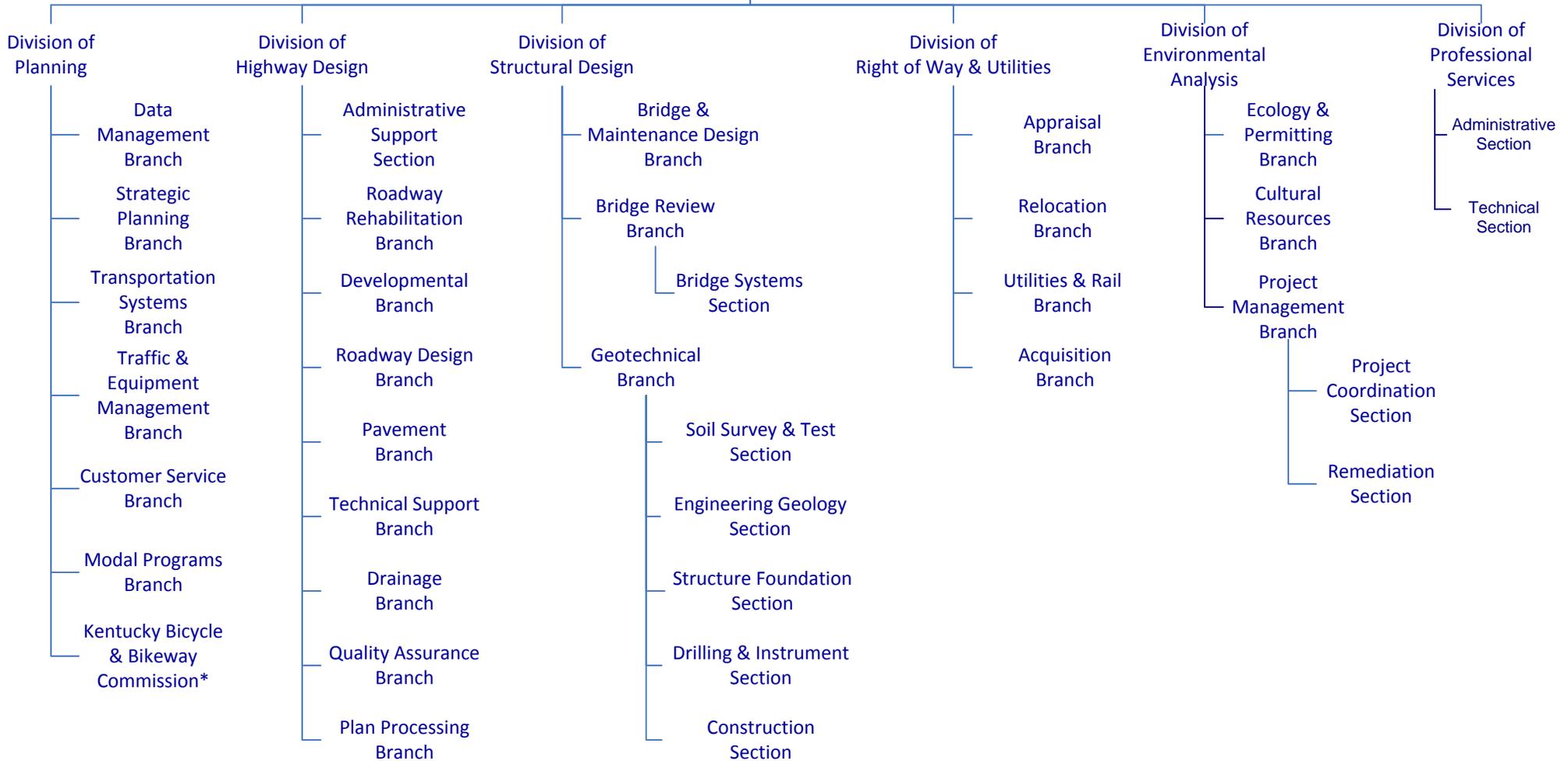


Department of Highways



Office of Project Development

Office of
Executive Director





Project Development

EXECUTIVE DIRECTOR	PAUL LOONEY
DEPUTY EXECUTIVE DIRECTOR	(VACANT)
LOCATION	TCOB, 6 TH FLOOR EAST
PHONE	502-564-3730
FAX	502-564-2277

OFFICE OF PROJECT DEVELOPMENT

- ◆ Manages work in the development phase of highway projects, including:
 - Planning
 - Bridge and Highway Design
 - Environmental Components
 - Consultant Prequalification and Selection
 - Right-of-Way Acquisition
 - Utility Relocation
- ◆ Comprises six divisions:
 - **DIVISION OF STRUCTURAL DESIGN**
 - **DIVISION OF HIGHWAY DESIGN**
 - **DIVISION OF ENVIRONMENTAL ANALYSIS**
 - **DIVISION OF PLANNING**
 - **DIVISION OF RIGHT OF WAY AND UTILITIES**
 - **DIVISION OF PROFESSIONAL SERVICES**



Office of Public Affairs



Office of
Executive Director

12-16-1998



Public Affairs

EXECUTIVE DIRECTOR	RYAN WATTS
DEPUTY EXECUTIVE DIRECTOR	NAITORE DJIGBENOU
LOCATION	TCOB, 6 TH FLOOR WEST
PHONE	502-564-3419
FAX	502-564-4809

OFFICE OF PUBLIC AFFAIRS

- ◆ Manages communications with the media, general public, and Cabinet employees
- ◆ Disseminates information about Cabinet services, functions, and activities by issuing informational/educational materials, publications, and press releases, as well as by presenting promotional campaigns, special events, and speeches
- ◆ Issues a monthly employee newsletter that covers Cabinet issues, activities, and awards
- ◆ Manages Adopt-A-Highway Program
- ◆ Develops and produces various maps and brochures
- ◆ Promotes various Cabinet programs, including Drive Smart Kentucky, Kentucky Engineering Exposure Network (KEEN), and Wildflower Program

KEY WORDS

Adopt-a-Highway Program
Media Relations
Newsletter, Employee

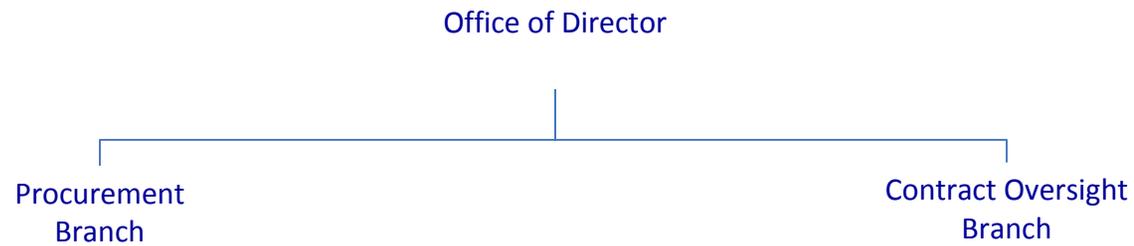
Promotional Events
Public Educational Materials
Public Relations



Office of Budget & Fiscal Management



Division of Purchases



06-16-2008



Purchases

DIRECTOR	LAURA HAGAN
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 4 TH FLOOR EAST
PHONE	502-564-4630
FAX	502-564-7069

DIVISION OF PURCHASES

- ◆ Implements programs and practices for purchases of supplies, equipment, materials, and services
- ◆ Provides guidance and uniformity in interpretation and administration of laws, policies, rules, and regulations that apply to purchasing operations
- ◆ Assists with and processes purchasing documents
- ◆ Prepares bid specifications, issues invitations to bid, and awards bids on all delegated items
- ◆ Handles emergency purchases and special authorities purchases
- ◆ Handles the solicitation process for establishment of personal service contracts, excluding those for engineering services and legal services
- ◆ Provides oversight of memorandums of agreement between Cabinet and other governmental entities and political subdivisions

KEY WORDS

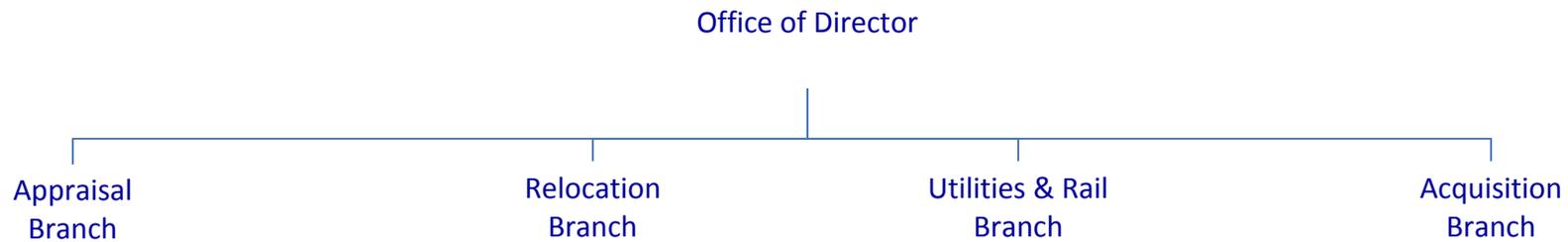
Commodities/Services Procurement	Purchase Orders
Commodity Codes, Miscellaneous	Purchase Requisitions
eMARS (Enhanced Management Administrative & Reporting System) Security	Purchases, Delegated
Memorandums of Agreement	Purchases, Emergency
Payment Authorization, Delegated Purchases	Purchases, Small
Personal Service Contracts	Vendor Applications



Office of Project Development



Division of Right of Way & Utilities



12-16-2010



Right of Way & Utilities

DIRECTOR	DEAN LOY
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 5 TH FLOOR EAST
PHONE	502-564-3210
FAX	502-564-0505

DIVISION OF RIGHT OF WAY AND UTILITIES

- ◆ Acquires rights of way
- ◆ Relocates affected families, businesses, and utilities
- ◆ Provides safety improvements to highway railroad crossings
- ◆ Provides technical guidance to district offices, including final approval of:
 - Appraisals
 - Relocation benefits
 - Utility agreements

KEY WORDS

Acquisitions, Right-of-Way
Appraisals, Right-of-Way
Negotiations, Right-of-Way
Railroad Crossings
Rail Safety Program

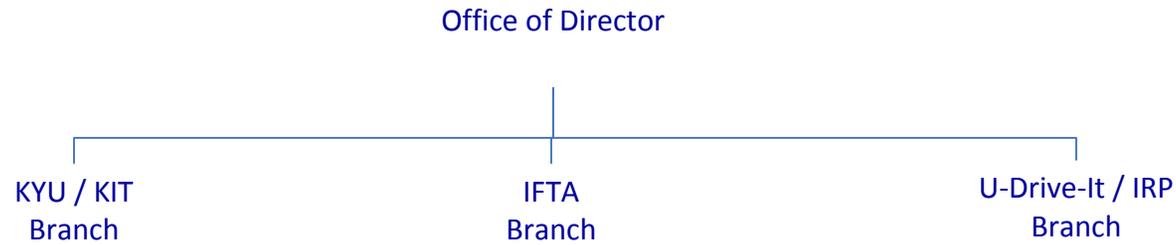
Relocation Assistance Program
Surplus Property
Utility Facilities
Utility Relocation



Office of Audits



Division of Road Fund Audits



05-16-2013



Road Fund Audits

DIRECTOR	RANDALL ROYER
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 4 TH FLOOR EAST
PHONE	502-564-6760
FAX	502-564-6766

DIVISION OF ROAD FUND AUDITS

- ◆ Conducts Kentucky Highway Use (KYU) audits of more than 67,000 trucking companies traveling in Kentucky to ensure compliance with weight-distance tax laws
- ◆ Performs fuel-tax audits in conformity with International Fuel Tax Agreement (IFTA)
- ◆ Audits motor carriers with apportioned registration applications as required by Motor Vehicle International Registration Plan (IRP)
- ◆ Conducts intrastate fuel-tax audits on Kentucky-based carriers (KIT)
- ◆ Audits more than 900 permit holders that lease or rent automobiles to ensure compliance with U-Drive-It tax laws

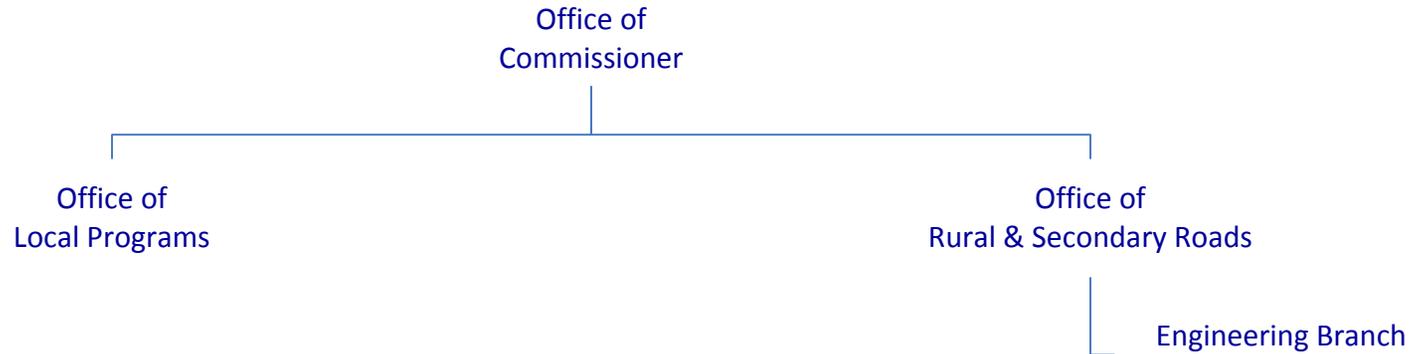
KEY WORDS

IFTA Audits
IRP Audits
KIT Audits

KYU Audits
Lease/Rent Permit Holders Audits
Motor Carriers Audits



Department of Rural & Municipal Aid



06-16-2008



Rural and Municipal Aid

COMMISSIONER
DEPUTY COMMISSIONER
LOCATION
PHONE
FAX

GARY REECE
(VACANT)
TCOB, 6TH FLOOR EAST
502-564-2060
502-564-6615

DEPARTMENT OF RURAL AND MUNICIPAL AID

- ◆ Comprises the following offices, which provide both state and federal funding to local communities:
 - **OFFICE OF LOCAL PROGRAMS**
 - **OFFICE OF RURAL AND SECONDARY ROADS**



Department of Rural & Municipal Aid



Office of Rural & Secondary Roads

Office of
Executive Director

Engineering
Branch

06-16-2008



Rural & Secondary Roads

EXECUTIVE DIRECTOR	(VACANT)
DEPUTY EXECUTIVE DIRECTOR	(VACANT)
LOCATION	TCOB, 6 TH FLOOR EAST
PHONE	502-564-2060
FAX	502-564-6615

OFFICE OF RURAL AND SECONDARY ROADS

- ◆ Administers the following programs, which are dedicated to helping local governments improve their rural community roads:
 - County Road Aid Funding
 - Municipal Road Aid Funding
 - Rural / Secondary Funding

KEY WORDS

County Road Aid Funding
Municipal Road Aid Funding
Rural / Secondary Funding



State Highway Engineer

STATE HIGHWAY ENGINEER

PATTY DUNAWAY

DEPUTY STATE HIGHWAY ENGINEERS

ANDY BARBER

PAUL LOONEY

LOCATION

TCOB, 6TH FLOOR EAST

PHONE

502-564-3730

FAX

502-564-2277

STATE HIGHWAY ENGINEER

As chief technical advisor to the Commissioner of Highways, the State Highway Engineer directs all engineering and support functions of the Department of Highways at both the Central Office and the District Office levels. Each Deputy State Highway Engineer works with the State Highway Engineer, managing and coordinating engineering and support functions of the Department of Highways. Responsibilities include:

- ◆ Coordinating efforts among project teams, Cabinet divisions, and other agencies, including the Federal Highway Administration
- ◆ Establishing and monitoring project priorities and schedules
- ◆ Monitoring project budgets, expenditures, and authorizations to predict and control cash flow requirements
- ◆ Assisting project team in satisfying National Environmental Policy Act (NEPA) requirements
- ◆ Responding to inquiries and concerns from individuals, public officials, and agencies relative to projects and highway programs
- ◆ Researching and developing improvements in engineering efficiency

KEY WORDS

Cash Flow & Budgets

NEPA Requirements

Change Order Review

Permits, Encroachment

Engineering Research

Policy Development, Highway

Engineering Technology

Program Development, Highway

Highway Program Management

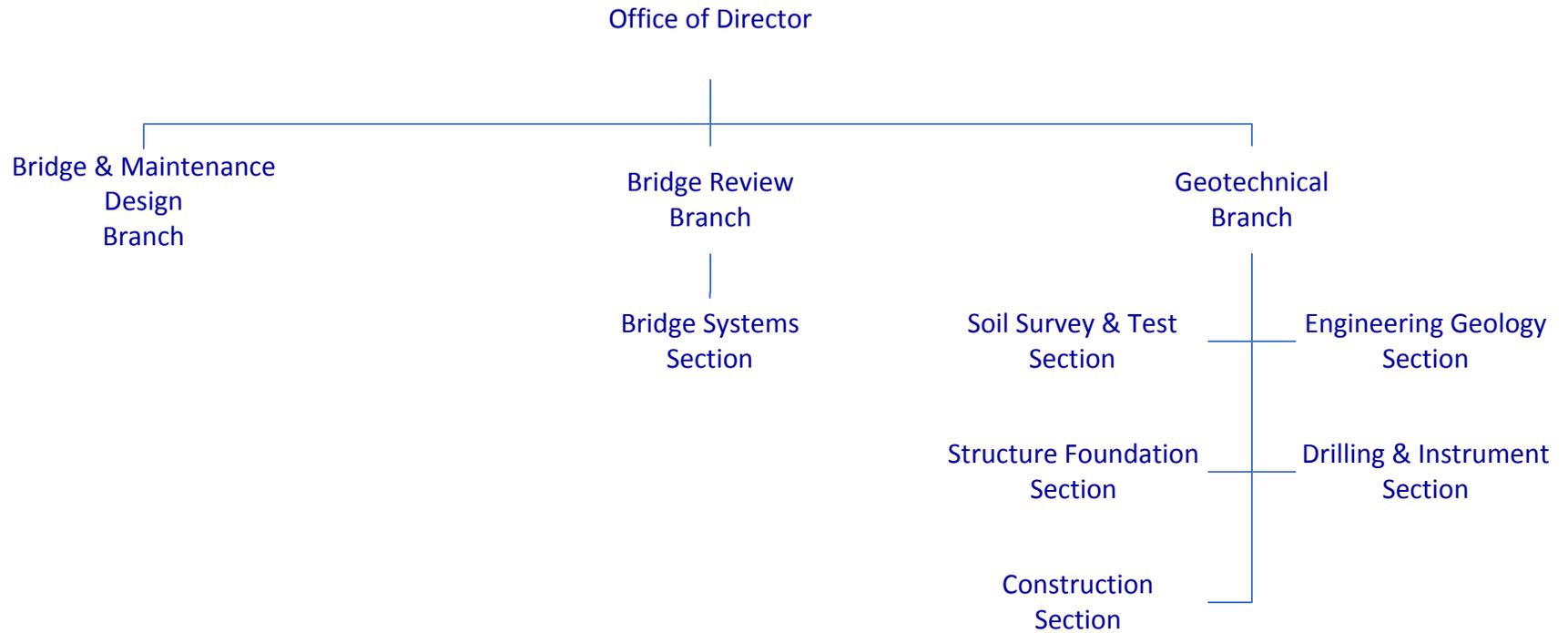
Project Development Training



Office of Project Development



Division of Structural Design



01-16-2010



Structural Design

DIRECTOR	MARK HITE
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 3 RD FLOOR EAST
PHONE	502-564-4560
	502-564-2374 (GEOTECHNICAL)
FAX	502-564-2581
	502-564-4839 (GEOTECHNICAL)

DIVISION OF STRUCTURAL DESIGN

- ◆ Designs bridge replacement, rehabilitation, and widening, as well as new bridge projects
- ◆ Performs geotechnical drilling, engineering, and lab testing for roadway, structure, construction, and landslide projects

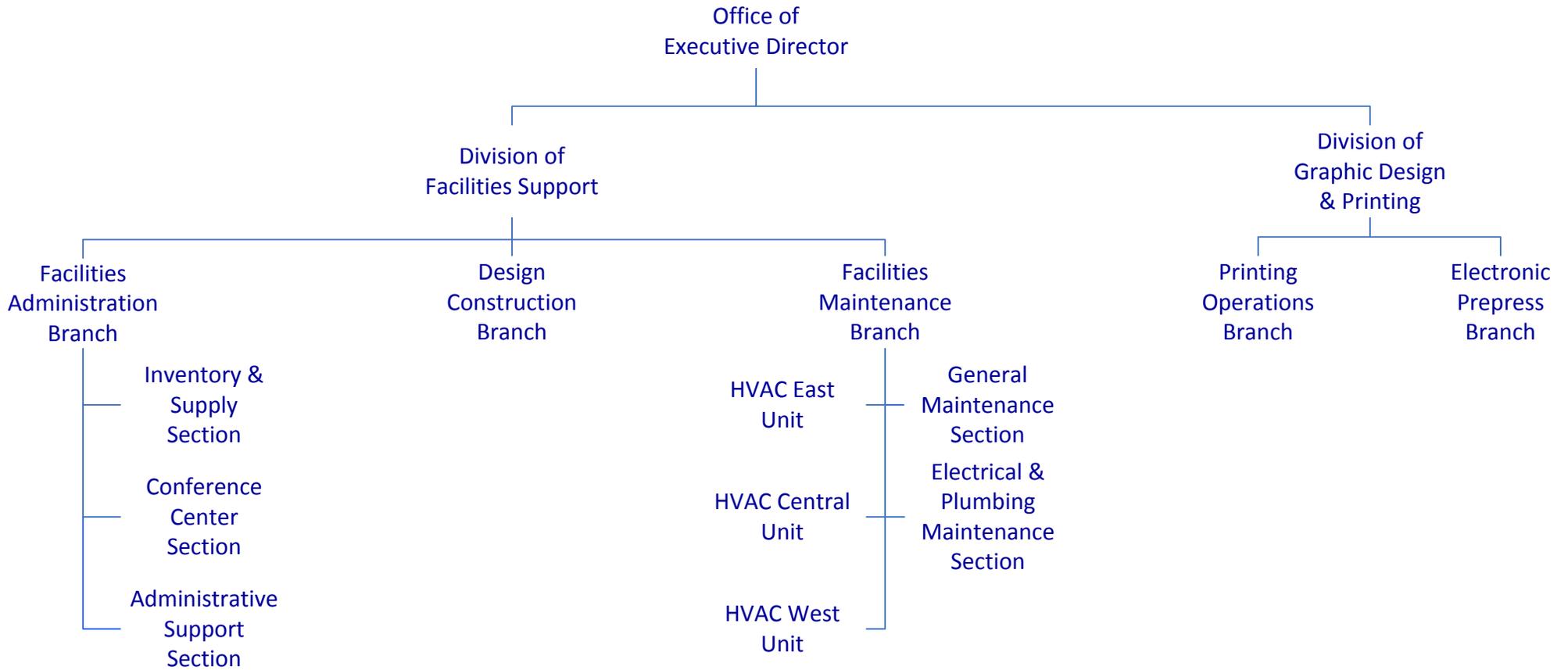
KEY WORDS

Bridge Design
Bridge Rehabilitation
Bridge Replacement
Bridge Widening

Geotechnical Drilling
Geotechnical Engineering
Geotechnical Testing



Office of Support Services



06-16-2008



Support Services

EXECUTIVE DIRECTOR	GRAY TOMBLYN	
DEPUTY EXECUTIVE DIRECTOR	TERRY DENNY	
LOCATION	1219 WILKINSON BLVD	TCOB, 1 ST FLOOR EAST
PHONE	502-564-2326	502-564-5039
FAX	502-564-6754	502-564-2629

OFFICE OF SUPPORT SERVICES

Comprises two divisions:

DIVISION OF FACILITIES SUPPORT (INTRANET ONLY), which:

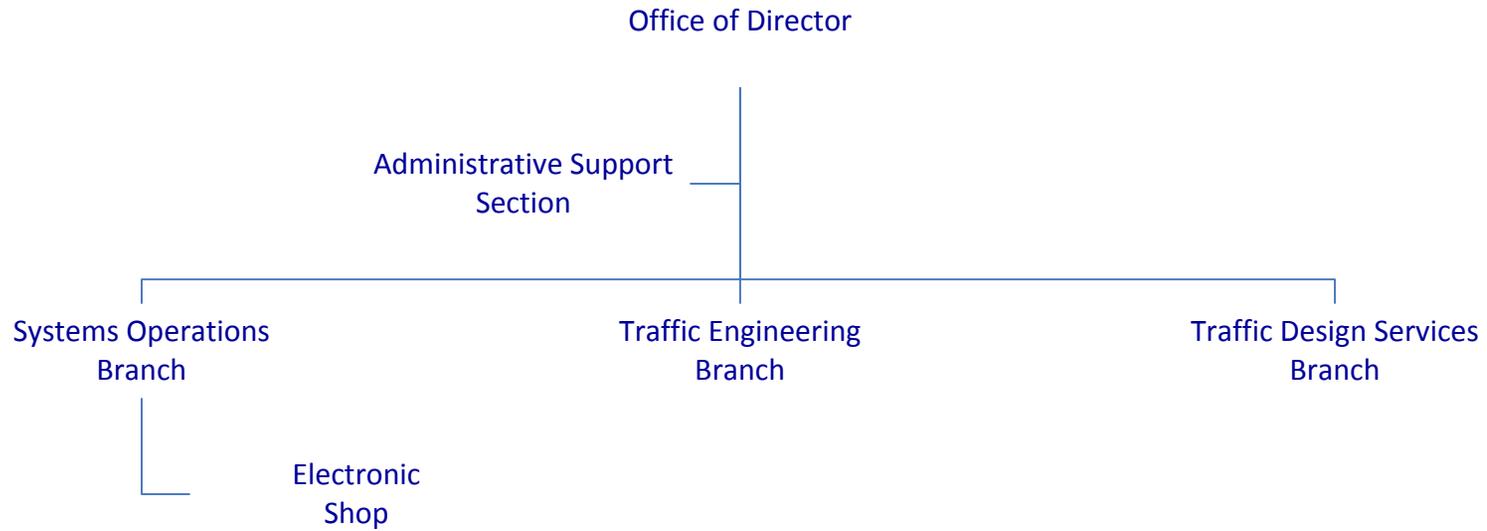
- ◆ Maintains the building security program (TCOB, 1st Floor)
- ◆ Oversees the administration of the Cabinet's capital construction projects (1219 Wilkinson Blvd)
- ◆ Manages Cabinet facilities statewide, including office supplies, equipment, and furniture (1219 Wilkinson Blvd)

DIVISION OF GRAPHIC DESIGN AND PRINTING (INTRANET ONLY), which:

- ◆ Facilitates Kentucky Design and Print Services (TCOB, 1st Floor)
- ◆ Administers the employee badging system (TCOB, 1st Floor)
- ◆ Coordinates Cabinet events in Conference Center (TCOB, 1st Floor)



Division of Traffic Operations





Traffic Operations

DIRECTOR	JEFF WOLFE
ASSISTANT DIRECTOR	(VACANT)
LOCATION	TCOB, 3 RD FLOOR EAST
PHONE	502-564-3020
FAX	502-564-7759

DIVISION OF TRAFFIC OPERATIONS

- ◆ Formulates, interprets, and distributes policies, regulations, and rules related to traffic operations
- ◆ Supports districts in installation, maintenance, and operation of traffic-control devices (including traffic signals, flashing beacons, and school flashers) and roadway lighting (including interchange, intersection, continuous, bridge, navigational, and aviation-obstruction lighting)
- ◆ Provides traffic-engineering support to the districts and the project-development process
- ◆ Leads efforts to improve traffic flow through use of coordinated traffic-signal systems and communication networks that monitor signal performance
- ◆ Provides design services to project-development process by developing and reviewing electrical traffic-control devices and roadway-lighting plans
- ◆ Administers Highway Safety Improvement Program (HSIP) and pursues deployment of infrastructure-related safety improvements
- ◆ Performs inspection services for electrical traffic-control devices and roadway lighting installed through the project-delivery and permit processes

KEY WORDS

Electrical Traffic-Control Devices	Traffic Engineering
Highway Safety Improvement Program (HSIP)	Traffic Flow
Lights, Navigational	Traffic Signals
Lights, Roadway	Traffic Signal Systems



Office of Transportation Delivery



06-16-2008



Transportation Delivery

EXECUTIVE DIRECTOR

VICKIE BOURNE

DEPUTY EXECUTIVE DIRECTOR

ERIC PEREZ

LOCATION

TCOB, 3RD FLOOR EAST

PHONE

502-564-7433

FAX

502-564-2058

OFFICE OF TRANSPORTATION DELIVERY

- ◆ Provides public-transit and human-services transportation delivery
- ◆ Implements statewide public-transit grants and contracts
- ◆ Maintains state carpool program
- ◆ Administers transit drug and alcohol program

KEY WORDS

Carpool/Energy

Nonpublic School Bus Transportation

Coordinated Transportation

Public Transportation

FTA (Federal Transit Administration) Grants

Transit Drug & Alcohol Program

Job Access/Reverse Commute

United We Ride

Human Services Transportation Delivery

Vocational Rehabilitation Program

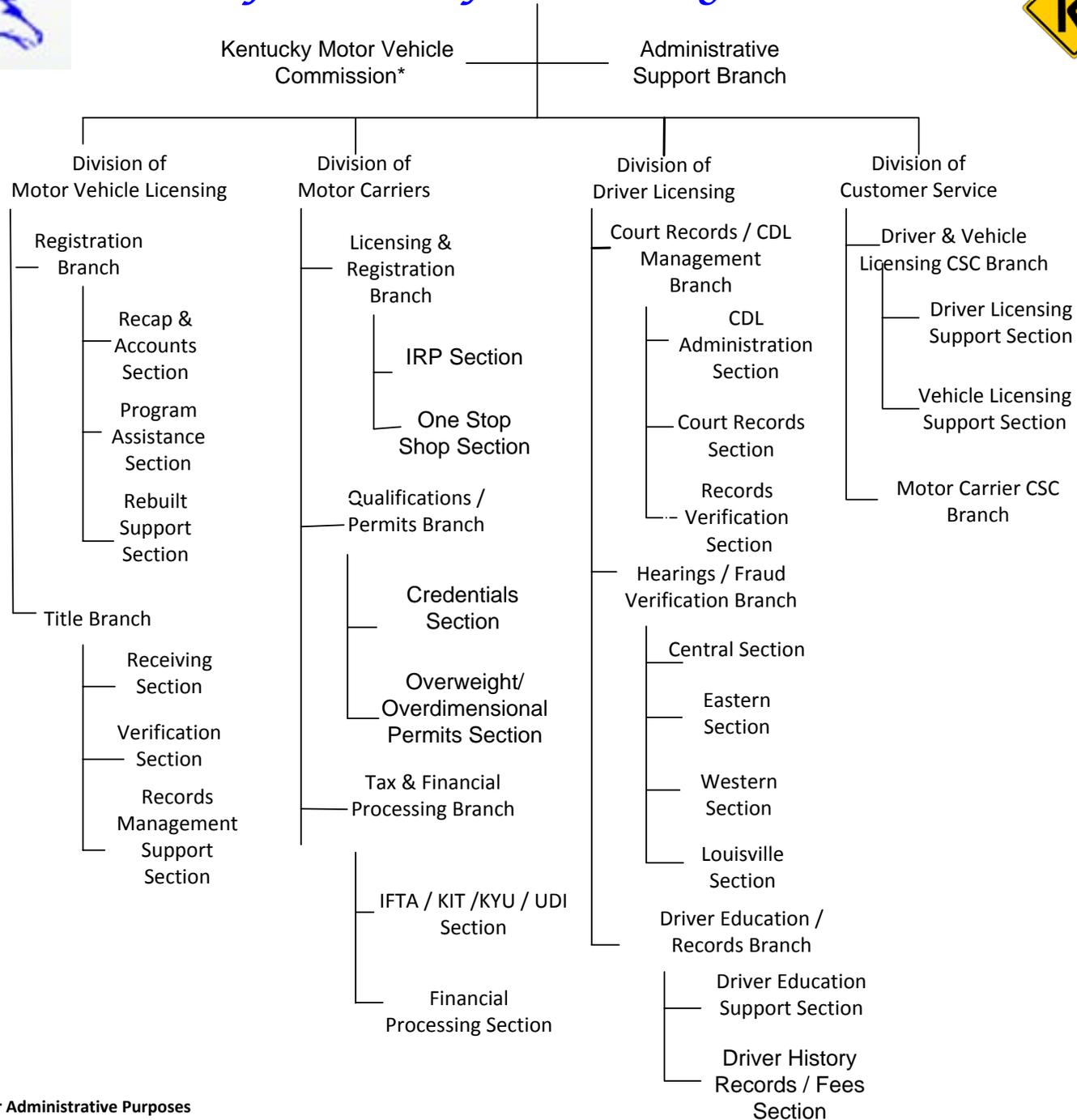
New Freedom Initiative

(Department of Blind Transportation)

Nonemergency Medical Transportation



Department of Vehicle Regulation



*Attached for Administrative Purposes



Vehicle Regulation

COMMISSIONER	JOHN MARK HACK
DEPUTY COMMISSIONER	(VACANT)
LOCATION	TCOB, 2ND FLOOR EAST
PHONE	502-564-7000
FAX	502-564-6403

DEPARTMENT OF VEHICLE REGULATION

- ◆ Administers policies and procedures set forth by the Transportation Secretary
- ◆ Provides services mandated by KRS 138, 186, 187, 190, and 281
- ◆ Comprises three divisions:
 - DIVISION OF MOTOR VEHICLE LICENSING
 - DIVISION OF MOTOR CARRIERS
 - DIVISION OF DRIVER LICENSING
 - DIVISION OF CUSTOMER SERVICE

For administrative purposes, the KENTUCKY MOTOR VEHICLE COMMISSION is attached to the Department of Vehicle Regulation.

**Acting*

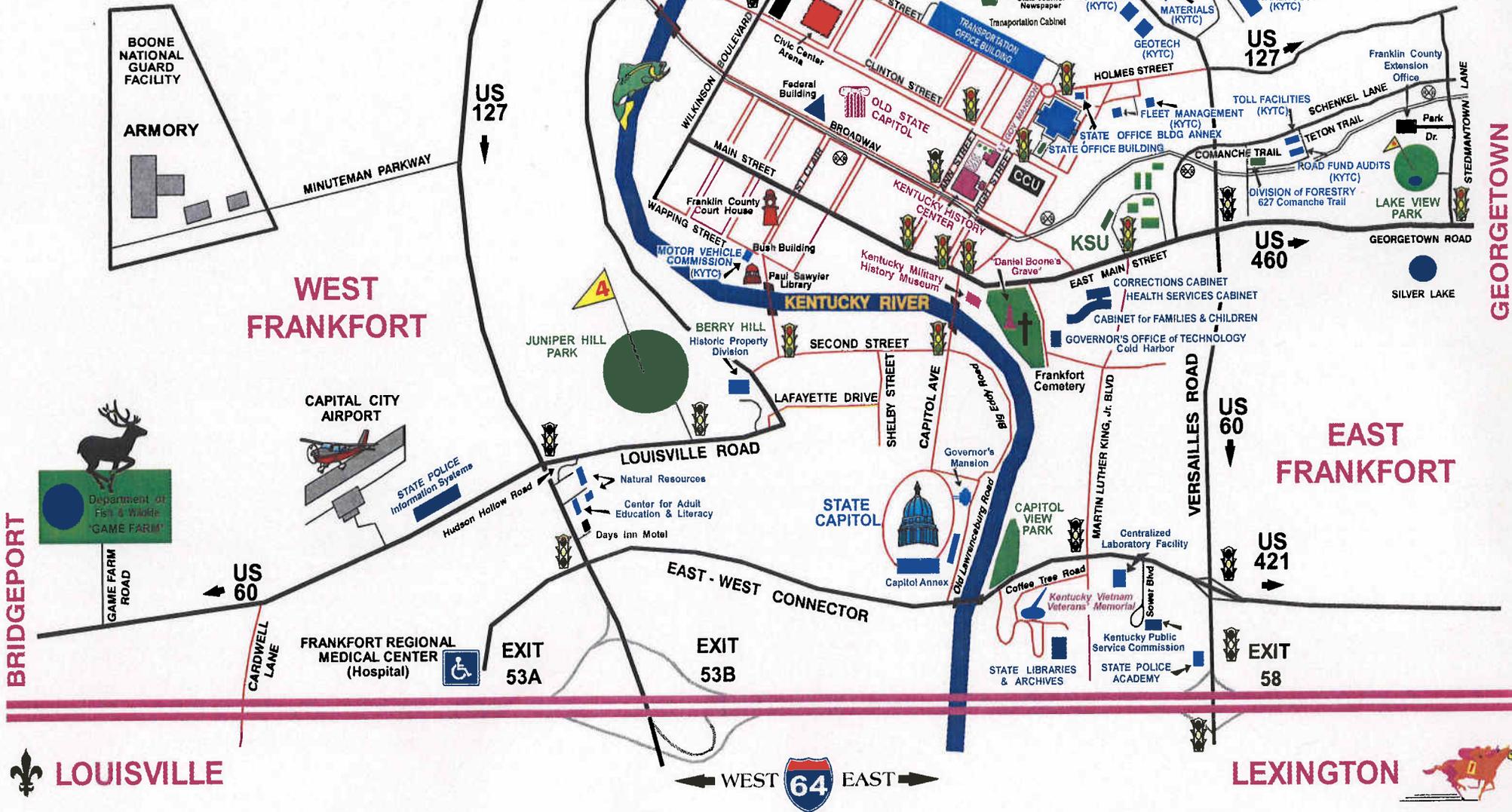
A P P E N D I X

EMERGENCY PHONE NUMBERS

AMBULANCE	911
CAPECON	502-564-2652
(FOR EMERGENCY RESPONSE TO PROBLEM IN STATE BUILDING)	
EMERGENCY MANAGEMENT SERVICES	1-800-255-2587
FIRE	911
FIRST ONSITE CLINIC, TCOB	564-4444
(1ST FLOOR, ROOM S104)	
MAIL ROOM, TCOB.....	564-4868
POLICE	911
SAFETY	Cell: 502-330-5947
SECURITY, TCOB	564-5103
SUPERINTENDENT, TCOB	Cell: 330-7754
TRAFFIC & TRAVEL INFORMATION (ROAD CONDITIONS)	511

FRANKFORT

Kentucky



BOONE NATIONAL GUARD FACILITY
ARMORY

WEST FRANKFORT

EAST FRANKFORT

GEORGETOWN

BRIDGEPORT

LOUISVILLE

LEXINGTON

WEST 64 EAST

US 60
CARDWELL LANE

US 127

US 421

US 127

US 460

US 60

US 421

US 127

EXIT 53A

EXIT 53B

EXIT 58

CAPITAL CITY AIRPORT

FRANKFORT REGIONAL MEDICAL CENTER (Hospital)

STATE CAPITOL

EAST - WEST CONNECTOR

VERSAILLES ROAD

REILLY ROAD

FAIR OAKS

FORT HILL PARK

CLINTON STREET

BROADWAY

MAIN STREET

WAPPING STREET

SECOND STREET

LAFAYETTE DRIVE

SHELBY STREET

CAPITOL AVE

GOVERNOR'S MANSION

CAPITOL VIEW PARK

COFFEE TREE ROAD

MARTIN LUTHER KING, JR. BLVD

SOMER BLVD

STATE POLICE ACADEMY

STATE LIBRARIES & ARCHIVES

KENTUCKY VETERANS MEMORIAL

KENTUCKY PUBLIC SERVICE COMMISSION

STATE POLICE

GOVERNOR'S OFFICE OF TECHNOLOGY

CABINET FOR FAMILIES & CHILDREN

HEALTH SERVICES CABINET

CORRECTIONS CABINET

STATE OFFICE BLDG ANNEX

STATE OFFICE BUILDING

STATE JOURNAL NEWSPAPER

TRANSPORTATION CABINET

TRANSPORTATION OFFICE BUILDING

HOLIDAY INN

CIVIC CENTER ARENA

FEDERAL BUILDING

OLD STATE CAPITOL

KENTUCKY HISTORY CENTER

KENTUCKY MILITARY HISTORY MUSEUM

DANIEL BOONE'S GRAVE

PAUL SAWYIER LIBRARY

BERRY HILL HISTORIC PROPERTY DIVISION

MOTOR VEHICLE COMMISSION (KYTC)

FRANKLIN COUNTY COURT HOUSE

FRANKLIN COUNTY EXTENSION OFFICE

FRANKLIN COUNTY OFFICE

DR. PARK

LAKE VIEW PARK

SILVER LAKE

GEORGETOWN ROAD

ROAD FUND AUDITS (KYTC)

DIVISION OF FORESTRY

627 COMANCHE TRAIL

TETON TRAIL

SCHENKEL LANE

TOLL FACILITIES

FLEET MANAGEMENT (KYTC)

STATE OFFICE BLDG ANNEX

STATE OFFICE BUILDING

HOLMES STREET

GEOTECH (KYTC)

EQUIPMENT (KYTC)

MATERIALS (KYTC)

EQUIPMENT WAREHOUSE (KYTC)

PROPERTY & SUPPLY (KYTC)

GOVERNOR'S OFFICE OF TECHNOLOGY (GOT)

PERSONNEL CABINET

200

100

FAIR OAKS

U.S. POST OFFICE

FRANKFORT STATE JOURNAL NEWSPAPER

TRANSPORTATION CABINET

TRANSPORTATION OFFICE BUILDING

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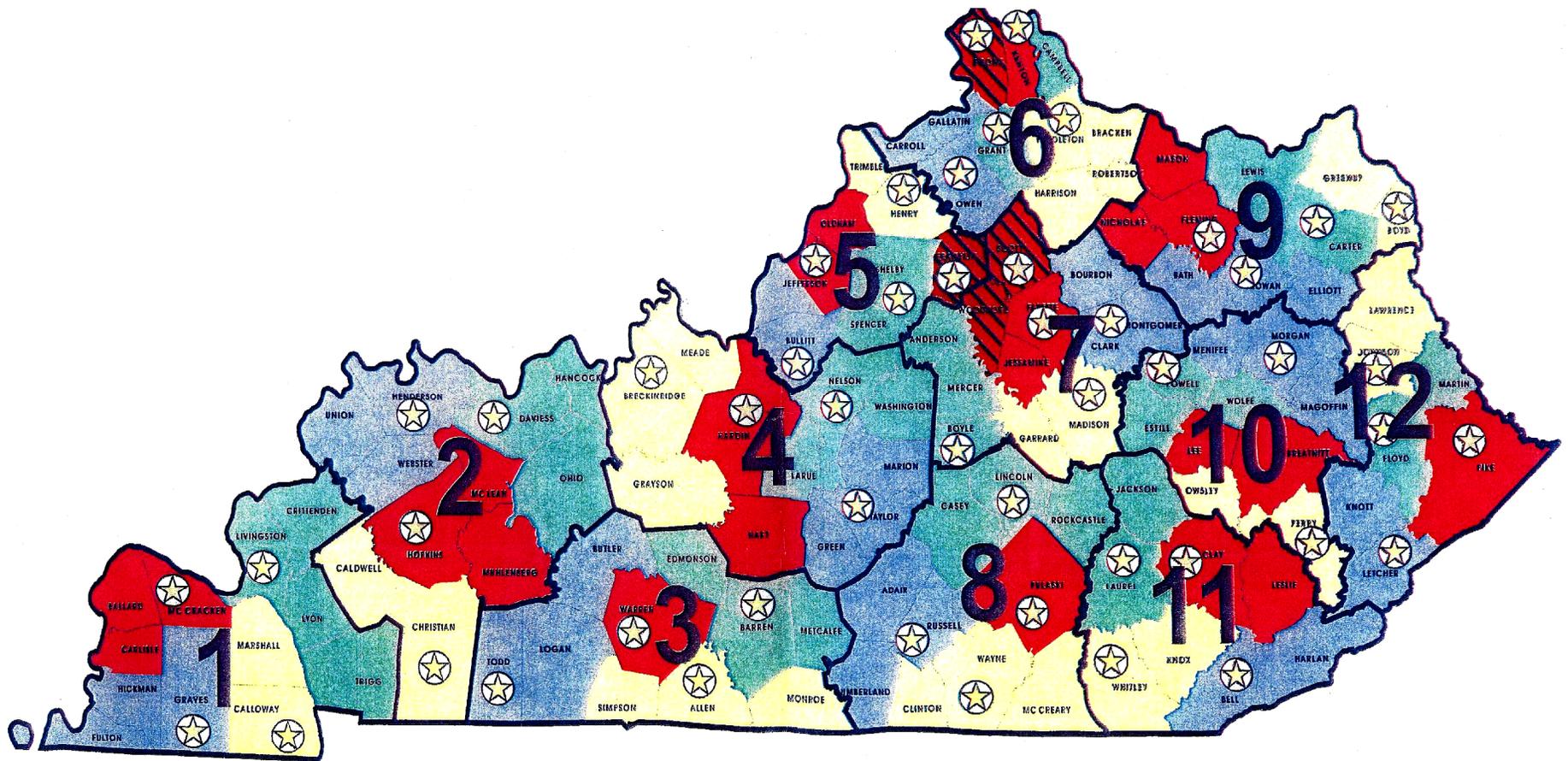
BERRY HILL HISTORIC PROPERTY DIVISION

MOTOR VEHICLE COMMISSION (KYTC)

- | | | |
|-----------------|--------------|----------------|
| 1—Paducah | 5—Louisville | 9—Flemingsburg |
| 2—Madisonville | 6—Covington | 10—Jackson |
| 3—Bowling Green | 7—Lexington | 11—Manchester |
| 4—Elizabethtown | 8—Somerset | 12—Pikeville |

KENTUCKY HIGHWAY DISTRICT OFFICES

1-12



TRANSPORTATION CABINET OFFICIALS 1912—PRESENT

DEPARTMENT OF PUBLIC ROADS COMMISSIONERS (1912—1920)

Robert C. Terrell	1912—1916
Rodman Wiley	1916—1919
Joe S. Boggs	1919—1920

DEPARTMENT OF STATE ROADS AND HIGHWAYS CHAIRMEN OF STATE HIGHWAY COMMISSION (1920—1934)

H. G. Garrett	June 1920—December 1923
Leslie J. Samuels	December 1923—February 1924
W. C. Montgomery	February 1924—June 1927
Ben Johnson	June 1927—December 1928
James A. Scott	June 1929—December 1929
Ben Johnson	February 1932—December 1934

DEPARTMENT OF HIGHWAYS CHAIRMEN OF STATE HIGHWAY COMMISSION (1934—1936)

Tom Rhea	December 1934—April 1935
J. L. Donaldson	April 1935—January 1936
Ben Johnson	January 1936—July 1936

DEPARTMENT (BUREAU) OF HIGHWAYS COMMISSIONERS OF HIGHWAYS (1936—1973)

Robert Humphreys	July 1936—January 1940
J. L. Donaldson	January 1940—April 1943
R. G. Williams	April 1943—December 1943
J. Steve Watkins	December 1943—December 1947
Garrett Withers	December 1947—January 1949
John A. Keck	January 1949—February 1951
William P. Curlin	February 1951—November 1954
Mitchell W. Tinder	November 1954—December 1955
Robert Humphrey	December 1955—June 1956
Bert Kiser	June 1956—November 1956
Robert Humphreys	November 1956—November 1957
Dr. James W. Martin	November 1957—June 1958
Ward J. Oates	June 1958—December 1959
Earle C. Clements	December 1959—September 1960
Henry Ward	September 1960—November 1966
Mitchell W. Tinder	November 1966—December 1967
William B. Hazelrigg	December 1967—March 1969
Eugene Goss	March 1969—August 1970
B. E. King	August 1970—December 1971
Charles Pryor	December 1971—March 1973

TRANSPORTATION CABINET OFFICIALS 1912—PRESENT

TRANSPORTATION CABINET SECRETARIES OF TRANSPORTATION (1973—PRESENT)

Elijah M. Hogge	March 1973—January 1974
James E. Gray	January 1974—June 1974
Billy Paxton.....	June 1974—February 1975
John C. Roberts	March 1975—March 1977
Calvin C. Grayson	March 1977—December 1979
Frank R. Metts.....	December 1979—October 1982
James F. Runke.....	October 1982—December 1983
Floyd G. Poore.....	December 1983—May 1985
C. Leslie Dawson	May 1985—January 1988
Milo D. Bryant	January 1988—December 1991
Don C. Kelly	December 1991—December 1995
Fred N. Mudge	December 1995—October 1996
James C. Codell III.....	October 1996—December 2003
Maxwell Clay Bailey	December 2003—February 2005
Bill Nighbert	February 2005—December 2007
Joseph Prather	December 2007—October 2009
Michael Hancock.....	October 2009—March 2016
Greg Thomas.....	March 2016—Present

OTHER STATE AGENCIES & OFFICES

<http://kentucky.gov/government/Pages/agency.aspx>

QUICK CONTACT LIST



CONTACT	PHONE	FAX	FLOOR / LOCATION
Accounts	502-564-7334	502-564-5621	4
Airport Zoning Commission	502-564-0099	502-564-0172	90 Airport Rd
Audits / Audit Services	502-564-6760	502-564-6766	4
Aviation	502-564-4480	502-564-7953	90 Airport Rd
Budget & Fiscal Management	502-564-4550	502-564-9454	6
Building Superintendent	502-564-7872	NONE	1
Capital City Airport	502-564-0099	502-564-0172	90 Airport Rd
Civil Rights & Small Business Development	502-564-3601	502-564-2114 / 1491	6
Conference Center	502-564-7740	502-564-7741	1
Construction	502-564-4780	502-564-8388	3
Construction Procurement	502-564-3500	502-564-8961	3
District Offices:			
DISTRICT 1 - PADUCAH	270-898-2431	270-898-7457	5501 Kentucky Dam Rd Paducah, KY 42003
DISTRICT 2 - MADISONVILLE	270-824-7080	270-824-7091	1840 North Main St Madisonville, KY 42431
DISTRICT 3 - BOWLING GREEN	270-746-7898	270-746-7643	900 Morgantown Rd Bowling Green, KY 42101
DISTRICT 4 - ELIZABETHTOWN	270-766-5066 1-800-459-3566	270-766-5069	634 East Dixie Hwy P O Box 309 Elizabethtown, KY 42702
DISTRICT 5 - LOUISVILLE	502-210-5400 1-800-903-5844	502-210-5494	8310 Westport Rd P O Box 22129 Louisville, KY 40252
DISTRICT 6 - COVINGTON	859-341-2700	859-341-3661	421 Buttermilk Pike Ft. Mitchell, KY 41017
DISTRICT 7 - LEXINGTON	859-246-2355	859-246-2354	763 W New Circle Rd, Bldg. 2 P O Box 11127 Lexington, KY 40512
DISTRICT 8 - SOMERSET	606-677-4017	606-677-4013	1660 South Hwy 27 P O Box 780 Somerset, KY 42502
DISTRICT 9 - FLEMINGSBURG	606-845-2551	606-849-2286	822 Elizaville Av P O Box 347 Flemingsburg, KY 41041
DISTRICT 10 - JACKSON	606-666-8841	606-666-7074	473 Hwy 15 S P O Box 621 Jackson, KY 41339
DISTRICT 11 - MANCHESTER	606-598-2145	606-598-8269	603 Railroad Av Manchester, KY 40962
DISTRICT 12 - PIKEVILLE	606-433-7791	606-433-7765	109 Loraine St Pikeville, KY 41501
Driver Licensing (Customer Service Call Center)	502-564-1257	502-564-0109	2
Employee Relations	502-564-4610	502-564-6683	6
Environmental Analysis	502-564-7250	502-564-5655 / 4911	5
Equipment	502-564-3916	502-564-3198	1234 Wilkinson Blvd
Facilities Support	502-564-2326	502-564-6754	1219 Wilkinson Blvd
FHWA	502-223-6720	502-223-6735	330 West Broadway
Geotechnical	502-564-2374	502-564-4839	1236 Wilkinson Blvd
Graphic Design & Printing	502-564-3880	502-564-6849	1
Greater Commonwealth Aviation	502-564-0099	502-564-7953	90 Airport Rd
Highway Design	502-564-3280	502-564-3324	5
Highway Safety / Highway Safety Programs	502-564-1438	502-564-2629	4
Highways	502-564-3730	502-564-2277	6
Homeland Security	502-564-2081	NONE	1
Human Resource Management	502-564-4610	502-564-0845 / 6683	6
Incident Management	502-564-2080	502-564-2978	1
Information Technology	502-564-8900	502-564-3174	4
Inspector General	502-564-0501	502-564-6862	700 Louisville Rd

QUICK CONTACT LIST



Legal Services	502-564-7650	502-564-5238	6
Local Programs	502-564-2060	502-564-6615	502-564-76506
Mail Room	502-564-4868	NONE	1
Maintenance	502-564-4556	502-564-3532	3
Materials	502-564-3160	502-564-7034	1227 Wilkinson Blvd
Mero Street Café	502-564-9598	502-564-9607	1
Motor Carriers	502-564-1257	502-564-2132	2
Motor Vehicle Commission	502-573-1000	502-564-1003	105 Sea Hero Rd
Motor Vehicle Licensing	502-564-1257	502-564-0471	2
Personnel Management	502-564-4610	502-564-0845 / 6683	6
Planning	502-564-7183	502-564-2865	5
Professional Dev. & Organizational Mgmt	502-564-4610	502-564-6683	6
Professional Services	502-564-4555	502-564-4422	3
Program Management	502-564-3388	502-564-4809	6
Project Delivery & Preservation	502-564-3730	502-564-2277	6
Project Development	502-564-3730	502-564-2277	6
Public Affairs	502-564-3419	502-564-4809	6
Purchases	502-564-4630	502-564-7069	4
Right of Way & Utilities	502-564-3210	502-564-0505	5
Road Fund Audits	502-564-6760	502-564-6766	4
Rural & Municipal Aid	502-564-2060	502-564-6615	6
Rural & Secondary Roads	502-564-2060	502-564-6615	6
Secretary	502-564-5102	502-564-9540	6
Security, Building	502-564-7925	NONE	1
State Highway Engineer	502-564-3730	502-564-2277	6
Structural Design	502-564-4560	502-564-2581	3
Support Services	502-564-2326	502-564-6754	1219 Wilkinson Blvd
Traffic Operations	502-564-3020	502-564-3532	3
Transportation Delivery	502-564-7433	502-564-2058	3
Vehicle Regulation	502-564-7000	502-564-6403	2