

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
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Condemnation	Legal Services
Conference Center	Graphic Design & Printing
Congestion Management	Planning
Congestion Mitigation & Air Quality Program	Local Programs
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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
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Counseling, Employee	Employee Relations
County Road Aid Funding.....	Rural & Secondary Roads
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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
Equipment Auction	Equipment
Equipment Sales.....	Equipment
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Evaluations, Employee	Professional Development & Organizational Management
Expenditures	Budget & Fiscal Management
External Audits	Audit Services
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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
First Report of Injury or Illness (IA-1).....	Legal Services
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

Graduated Driver Licensing	Driver Licensing
Grants, Highway Traffic Safety	Highway Safety Programs
Graphic Design	Graphic Design & Printing
Grievances, Employee	Employee Relations
Groundwater Protection Plans	Environmental Analysis
HB 655 Requests & Other Project Requests	Program Management
Hearings	Legal Services
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
Highway User Tax Collection	Motor Carriers
Human Services Transportation Delivery	Transportation Delivery
IFTA (International Fuel Tax Agreement)	Motor Carriers
Inspections, Construction	Construction
Insurance, Employee	Personnel Management
Intelligent Transportation Systems	Traffic Operations
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Judgment Day	Highway Safety Programs
KOSHA Compliance	Employee Relations
Laboratory Analysis	Environmental Analysis
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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
Liens, Vendor	Accounts
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Maintenance Management	Maintenance
Maintenance Standards	Maintenance
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KEY WORDS INDEX

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Materials Standards	Materials
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Motor Vehicle Manufacturers/Distributors	Kentucky Motor Vehicle Commission
Municipal Road Aid Funding	Rural & Secondary Roads
NEPA (National Environmental Policy Act)	Environmental Analysis
NEPA Requirements	State Highway Engineer
Negotiations, Right-of-Way	Right of Way & Utilities
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Park-&-Ride Lots	Planning
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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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Preconstruction Status Report	Program Management
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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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Railroad Crossings	Right of Way & Utilities
Rebuilds, Titles	Motor Vehicle Licensing
Records Retention	Legal Services
Registration, Vehicle	Motor Vehicle Licensing

KEY WORDS INDEX

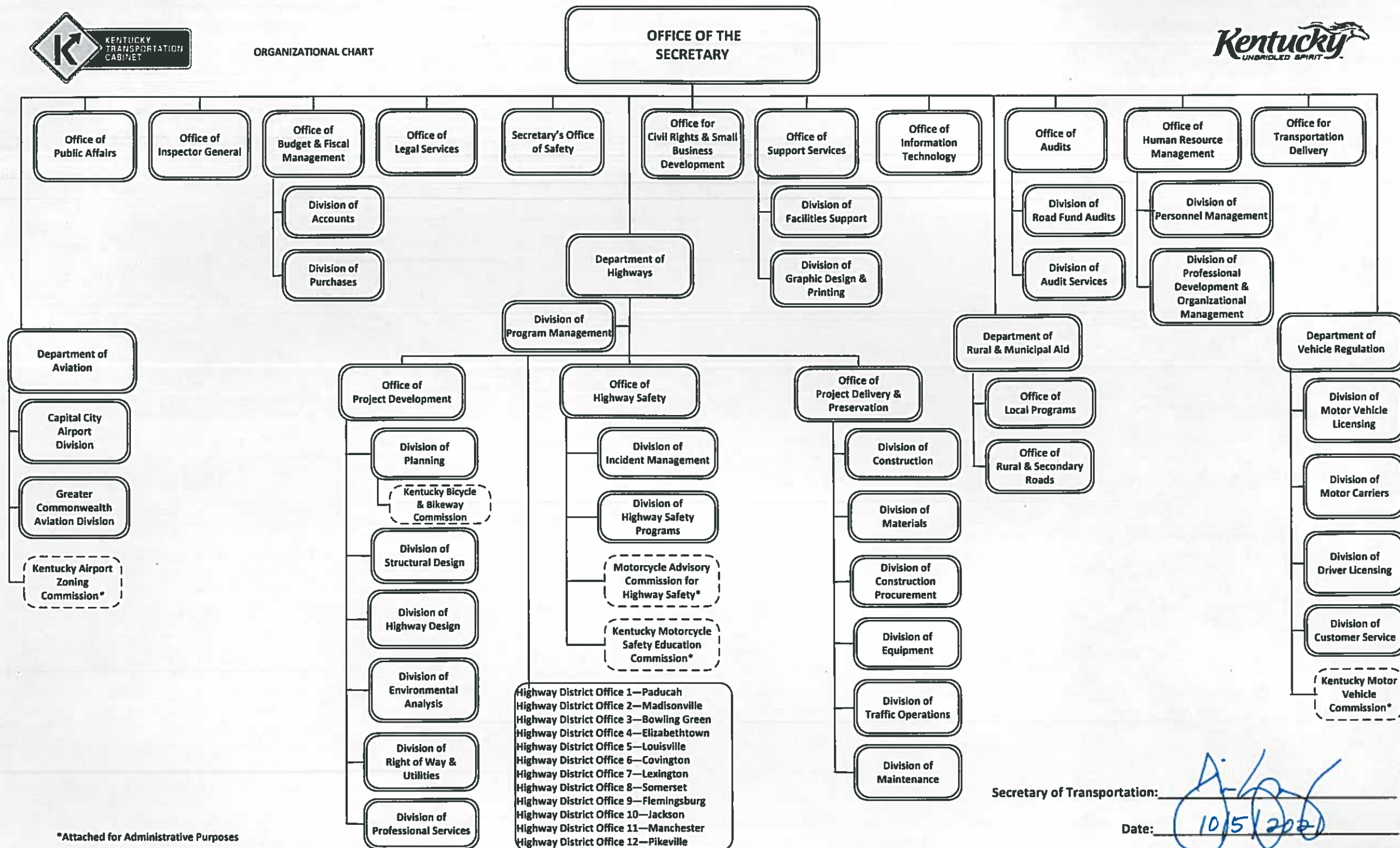
Reinstatement Fees	Driver Licensing
Relocation Assistance Program.....	Right of Way & Utilities
Reorganizations	Professional Development & Organizational Management
Repossession, Vehicle	Motor Vehicle Licensing
Resource Conservation Recovery Act.....	Environmental Analysis
Retaliation, Employee.....	Civil Rights & Small Business Development
Reverse Condemnation.....	Legal Services
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Roadway Design Engineering.....	Highway Design
Rollover Simulator	Highway Safety Programs
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Safety City	Highway Safety Programs
Safety Drills	Employee Relations
Safety Inspections, Jobsite & Building	Employee Relations
Safety Training	Employee Relations
Safety, Employee	Employee Relations
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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 Property	Right of Way & Utilities
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Survey Coordinator	Highway Design
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TC-10 State Funding Authorization Document & Funding Request	Program Management
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KEY WORDS INDEX

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Titles VI & VII	Civil Rights & Small Business Development
Titles, Vehicle	Motor Vehicle Licensing
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Traffic Counts	Planning
Traffic Engineering	Traffic Operations
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Transit Drug & Alcohol Program	Transportation Delivery
Transportation Enhancement Program	Local Programs
Transportation Plans	Planning
Transportation Warehouse.....	Equipment
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Underground Injection Control.....	Environmental Analysis
Underground Storage Tanks	Environmental Analysis
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United We Ride	Transportation Delivery
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Utility Relocation.....	Right of Way & Utilities
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VIN (Vehicle Identification Number).....	Motor Carriers
Vocational Rehabilitation Program (Department of Blind Transportation).....	Transportation Delivery
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Water Quality.....	Environmental Analysis
Weather Monitoring	Incident Management
Web Reporting.....	Program Management
Websites, Cabinet	Information Technology
Weigh in Motion	Planning
Winter Roadway Maintenance	Maintenance
Withholdings, Employee	Personnel Management
Workers' Compensation	Employee Relations
Workplace Violence	Employee Relations



ORGANIZATIONAL CHART



Secretary of Transportation: _____

Date: _____

*Attached for Administrative Purposes



Secretary of Transportation

SECRETARY	JIM GRAY
DEPUTY SECRETARY	MICHAEL HANCOCK
CHIEF OF STAFF	JAMIE EMMONS
LOCATION	TCOB, 6 TH FLOOR EAST
PHONE	502-564-5102
FAX	502-564-9540

KENTUCKY TRANSPORTATION CABINET comprises eleven executive offices and four departments:

OFFICES		DEPARTMENTS
<u>AUDITS</u>	<u>LEGAL SERVICES</u>	<u>AVIATION</u>
<u>BUDGET & FISCAL MANAGEMENT</u>	<u>PUBLIC AFFAIRS</u>	<u>HIGHWAYS</u>
<u>CIVIL RIGHTS & SMALL BUSINESS DEVELOPMENT</u>	<u>SECRETARY'S OFFICE OF SAFETY</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>	
<u>INSPECTOR GENERAL</u>		

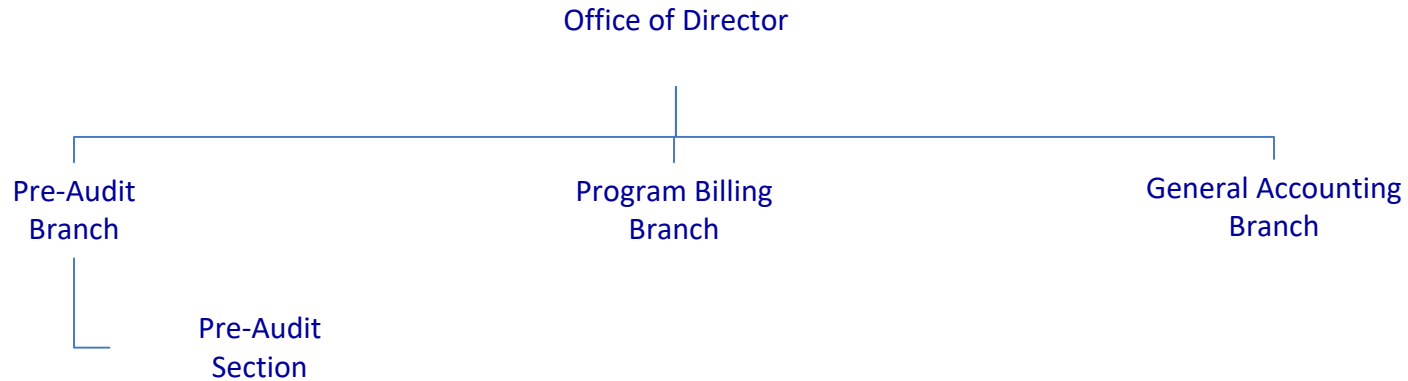
The Cabinet is responsible for maintaining and improving transportation infrastructure of the Commonwealth—including more than 27,000 miles of roadways, 160 licensed airports, and 23 public transportation systems—and for registering approximately 2.7 million licensed drivers and 3.4 million vehicles 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

BOB SCOTT

ASSISTANT DIRECTOR

LORI MILLER

LOCATIONTCOB, 4TH 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

Liens, Vendor

Cash-Basis Statements

Official Orders

eMARS (Enhanced Management Administrative & Reporting System)

Pay Documents

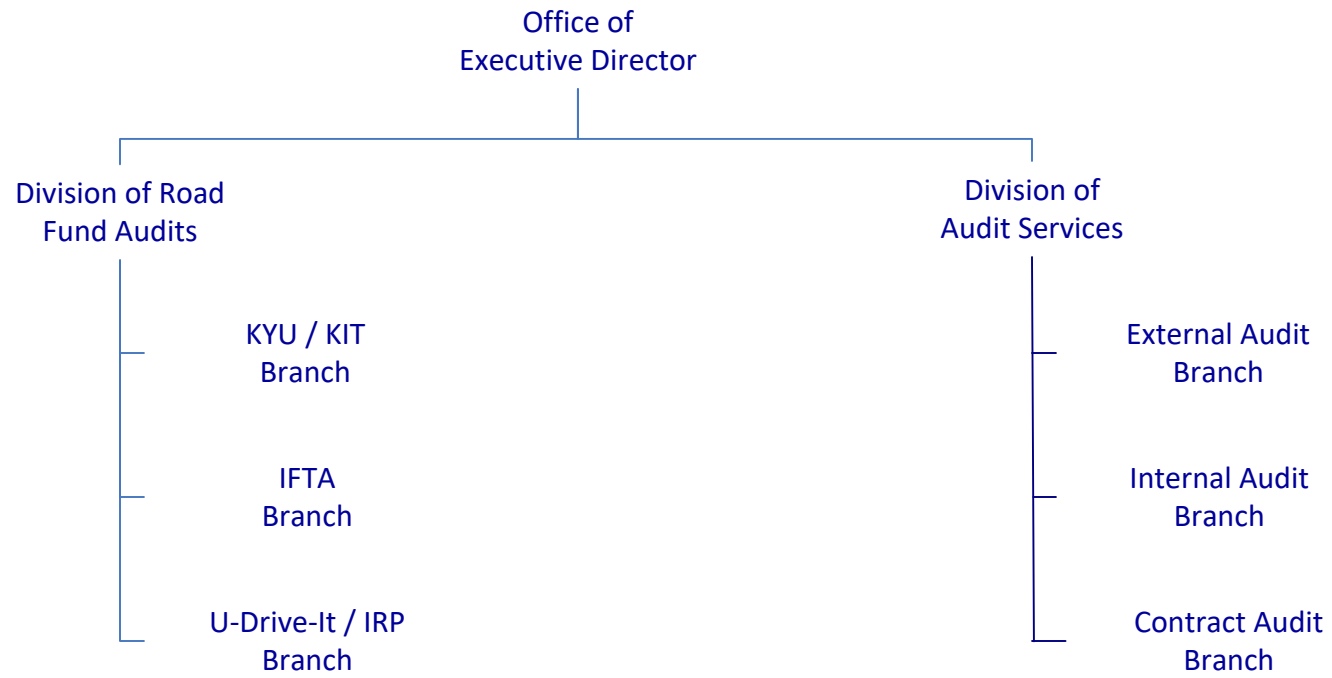
GAAP-Basis Statements

Procurement Card

Interaccount Bills

Travel Vouchers

Office of Audits





Audits

EXECUTIVE DIRECTOR

CARLY COCKLEY

DEPUTY EXECUTIVE DIRECTOR

LOCATION

TCOB, 4TH FLOOR EAST

PHONE

502-564-6760

FAX

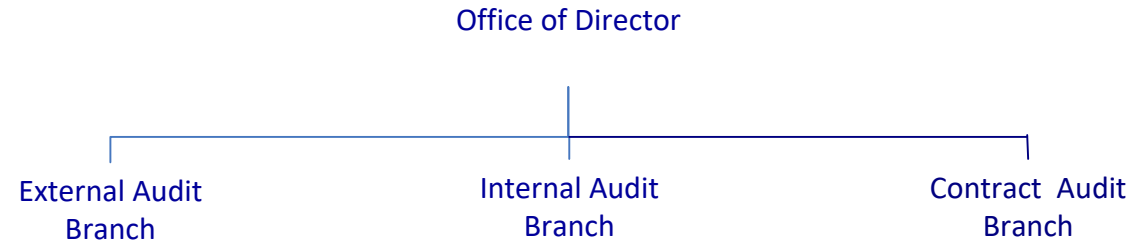
502-564-6766

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

MARGARET NEWBY

ASSISTANT DIRECTOR

TERI HARMON

LOCATIONTCOB, 4TH 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

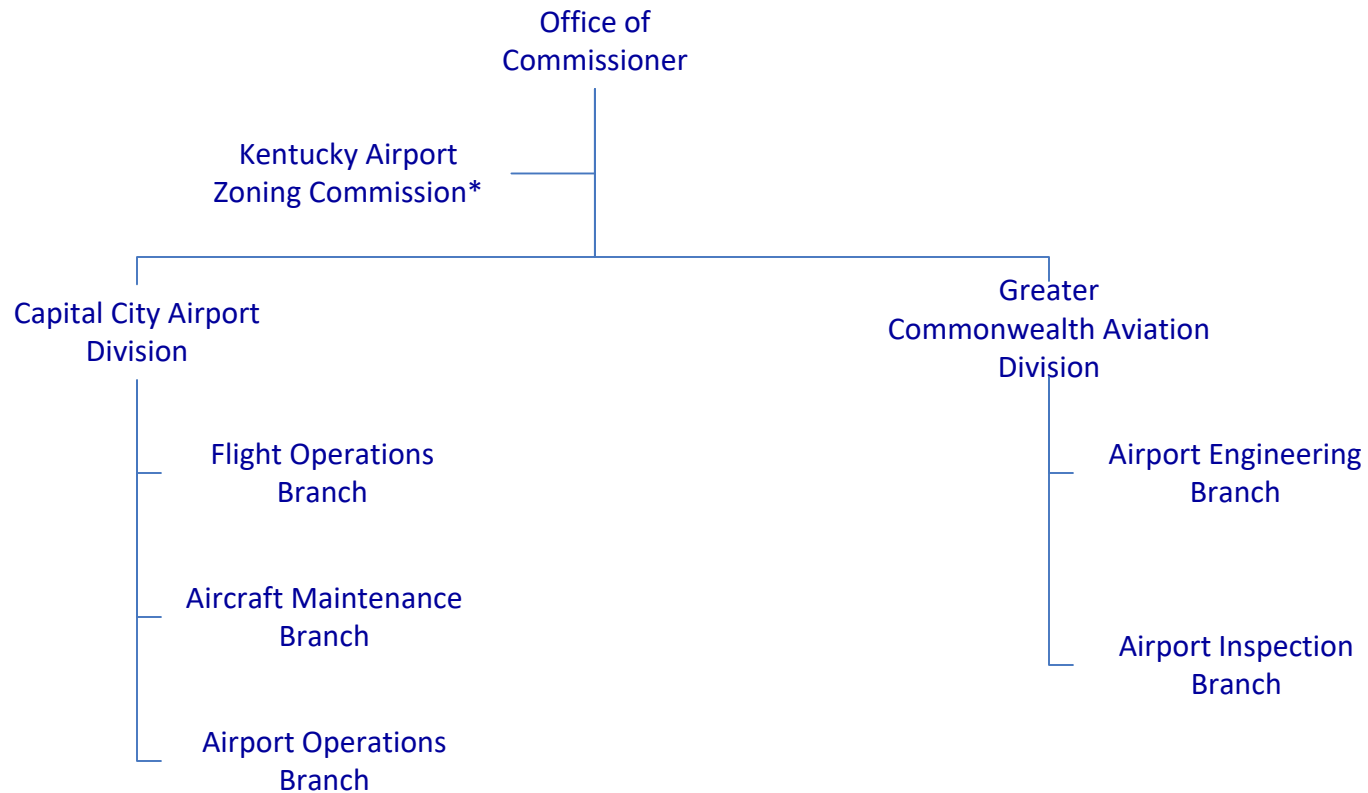
KEY WORDS

Contract Audits

External Audits

Internal Audits

Department of Aviation





Aviation

COMMISSIONER	MARK CARTER
DEPUTY COMMISSIONER	BRAD SCHWANDT
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**

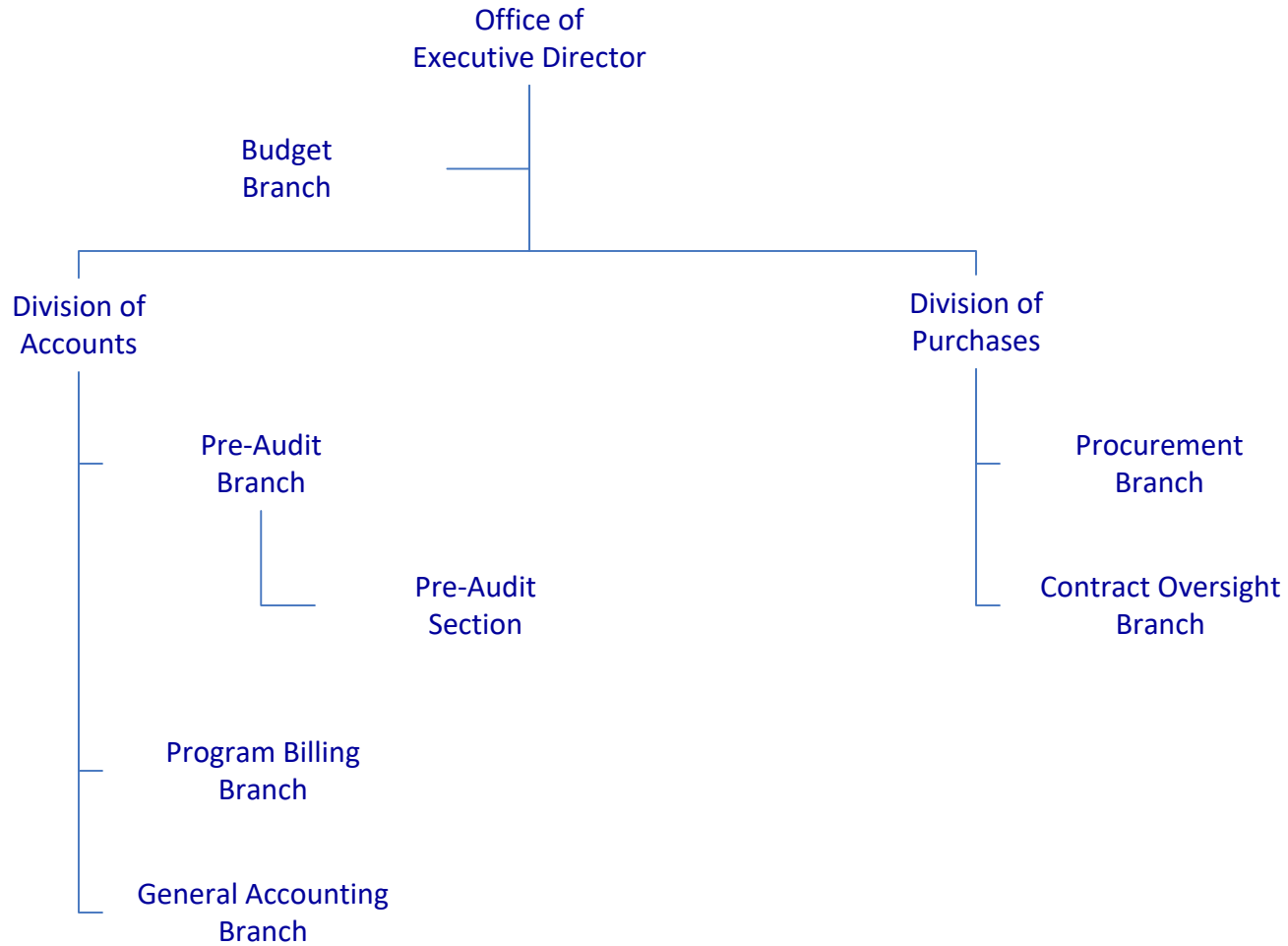
For administrative purposes, the **KENTUCKY AIRPORT ZONING COMMISSION** is attached to the Department of Aviation.

KEY WORDS

Airport Development Program
Aviation Inspection Program

FAA Contract Inspections
Licensing, Airport & Heliport

Office of Budget & Fiscal Management





Budget and Fiscal Management

EXECUTIVE DIRECTOR

SHAUN MCKIERNAN

DEPUTY EXECUTIVE DIRECTOR

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

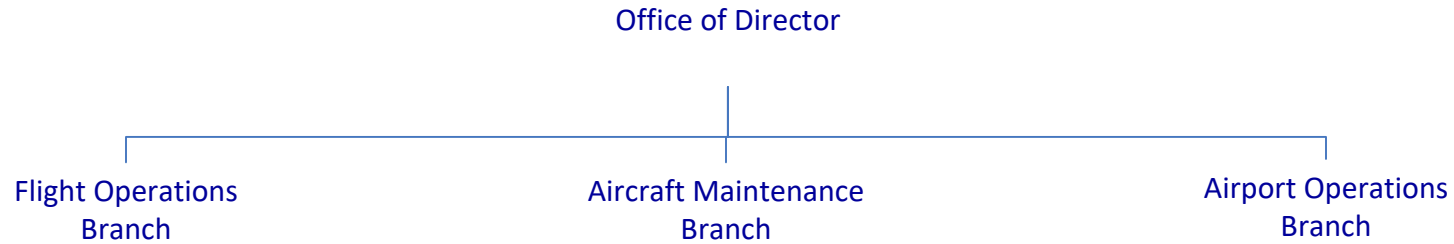
Capital Construction Budgeting

Out-of-State Travel

Expenditures

Department of Aviation

Capital City Airport Division





Capital City Airport

DIRECTOR

ASSISTANT DIRECTOR

SCOTT SHANNON

LOCATION

90 AIRPORT RD

PHONE

502-564-0099

FAX

502-564-0172

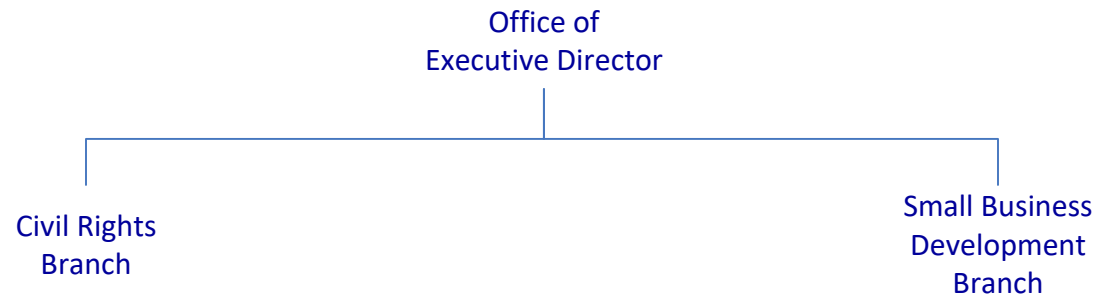
CAPITAL CITY AIRPORT DIVISION

- ◆ 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





Civil Rights & Small Business Development

EXECUTIVE DIRECTOR

TONY YOUSSEFI

DEPUTY EXECUTIVE DIRECTOR

LOCATION

TCOB, 6TH FLOOR WEST

PHONE

502-564-3601

FAX

502-564-2114

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

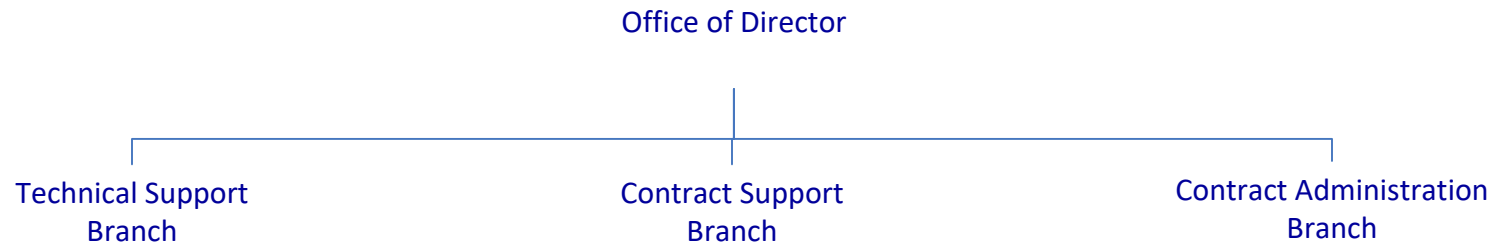
Third-Party Challenge

Titles VI and VII

Uniform Certification Program (UCP)

Office of Project Delivery & Preservation

Division of Construction





Construction

DIRECTOR

MATT SIMPSON

ASSISTANT DIRECTOR

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

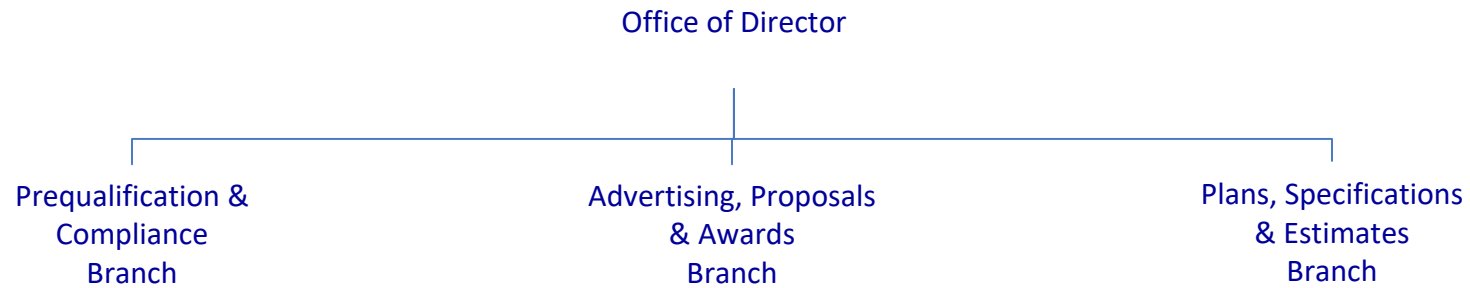
Change Orders, Construction Contract
Claims, Construction
Contract Administration
Estimates, Final

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

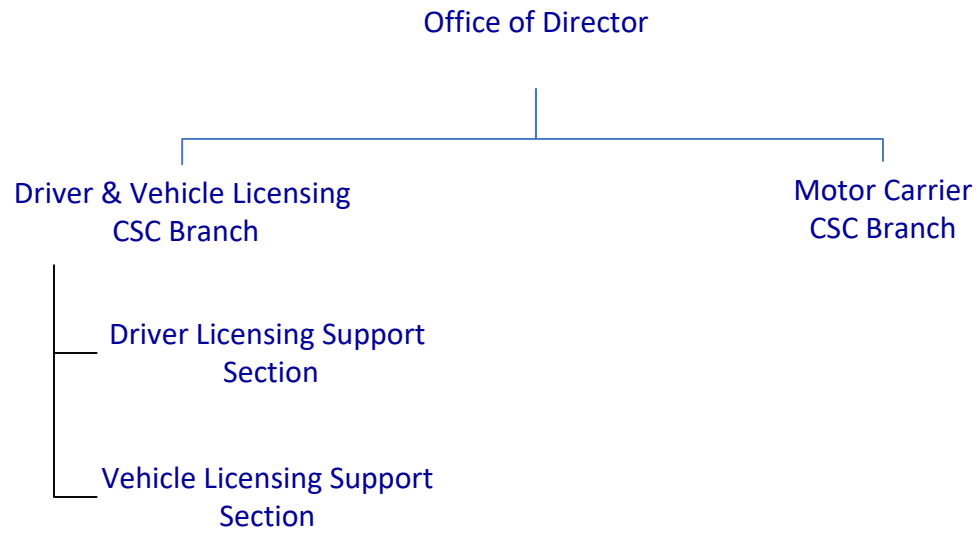
- ◆ Administers awarding of road construction contracts, a process that includes:
 - Prequalification of contractors
 - Bid proposal preparation
 - Bid advertisements
 - Bid evaluations
- ◆ Ensures compliance of proper wage rates
- ◆ Conducts Equal Employment Opportunity reviews and investigations of 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





Customer Service

DIRECTOR

MICHAEL MILLER

ASSISTANT DIRECTOR

CONNIE SEMONES

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

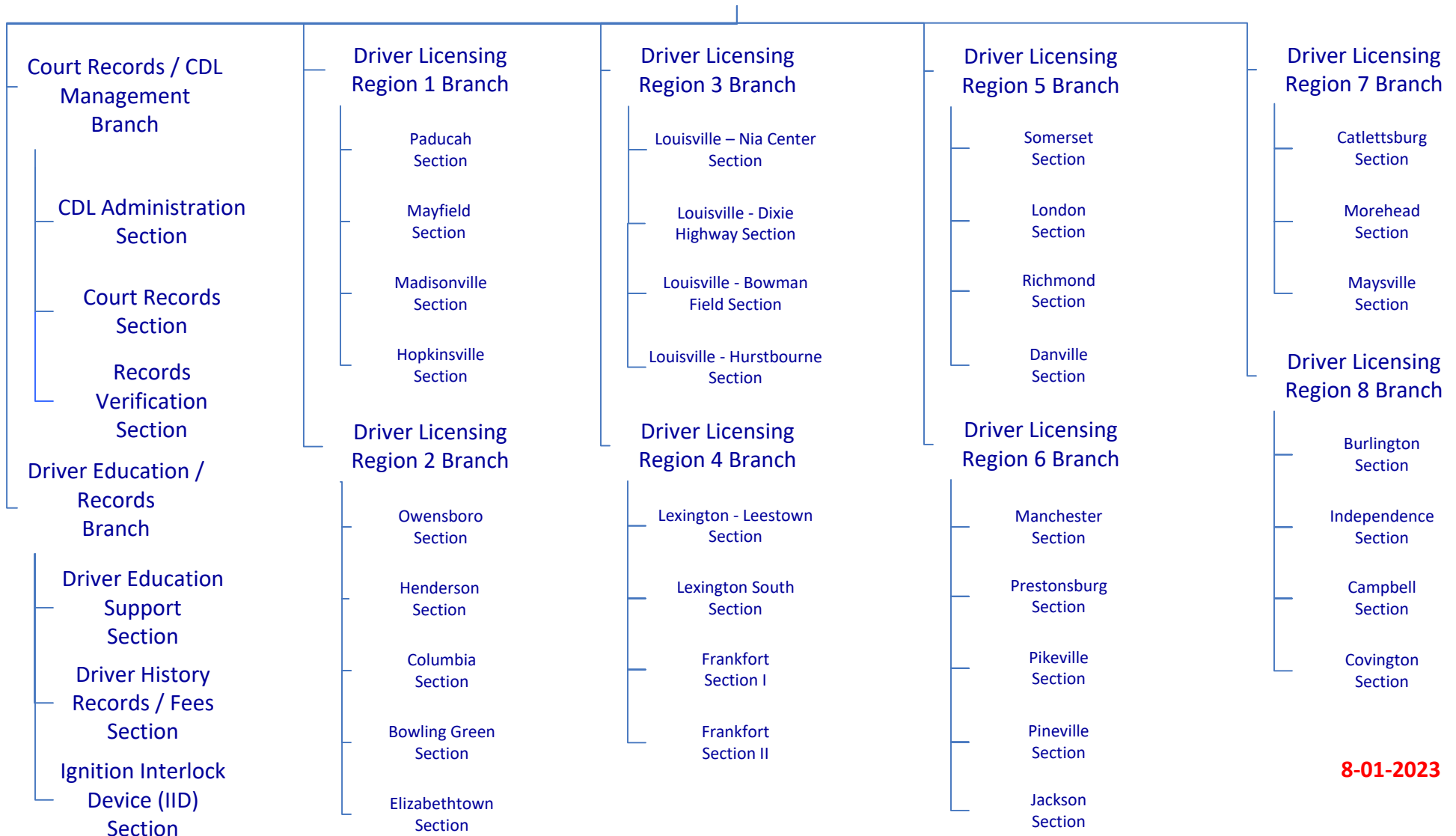
Customer Service Representative

Department of Vehicle Regulation

Department of Vehicle Regulation

Division of Driver Licensing

Office of Director



8-01-2023



Driver Licensing

DIRECTOR

CHRISTY WALKER

ASSISTANT DIRECTOR

TINA FERGUSON

ASSISTANT DIRECTOR

JILL BISHOP

LOCATIONTCOB, 2ND 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
- ◆ Provides Kentucky's credential issuance (such as driver licenses, REAL IDs, and CDLs)
- ◆ Administers the state's Ignition Interlock Device (IID) Program

KEY WORDS

Commercial Driver License (CDL)

Medical Review Board

Driver License

One Stop Shop

Driving History Record

REAL IDs

Graduated Driver Licensing

Reinstatement Fees

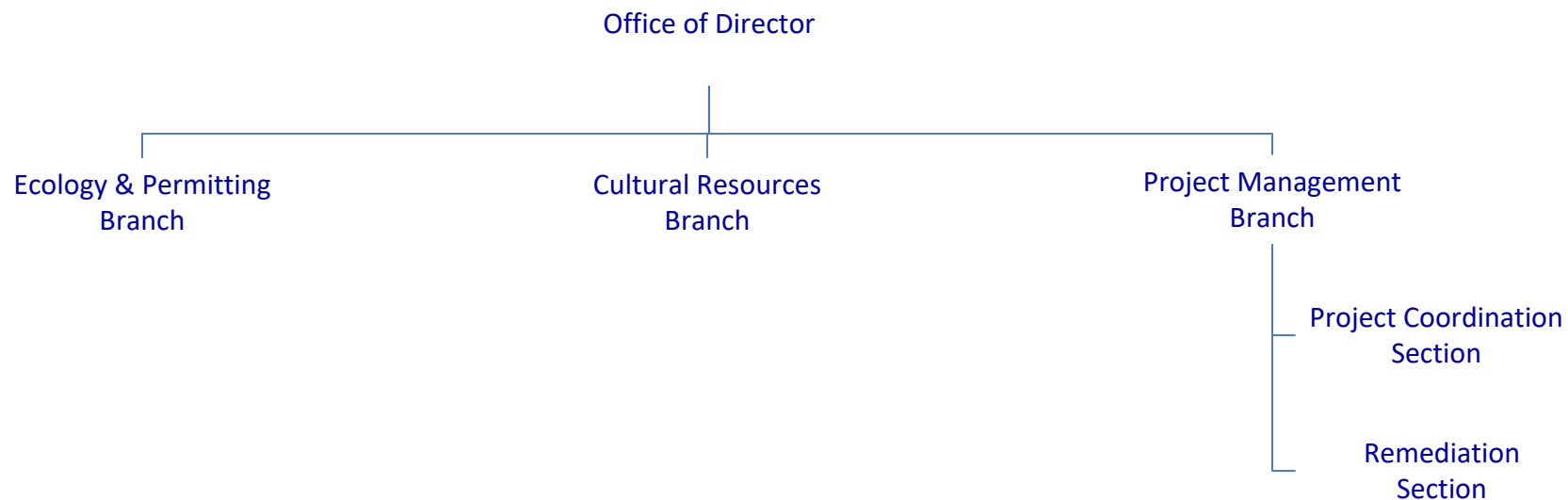
Hearings, Driver Licensing

Traffic School

Ignition Interlock Device (IID)

Office of Project Development

Division of Environmental Analysis



06-16-2008



Environmental Analysis

DIRECTOR

DANNY PEAKE

ASSISTANT DIRECTOR

DAVID HARMON

LOCATION

TCOB, 4TH FLOOR

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

Categorical Exclusions, Environmental

Clean Air Act

Cumulative Impact Assessment

Environmental Analysis (Baseline Studies:

Archaeological, Cultural, Historical, Socioeconomical)

Environmental Assessments

Environmental Impact Study

Environmental Process Review

Groundwater Protection Plans

Laboratory Analysis

National Environmental Policy Act

Notice of Violation, Environmental

Resource Conservation Recovery Act

State Implementation Plan

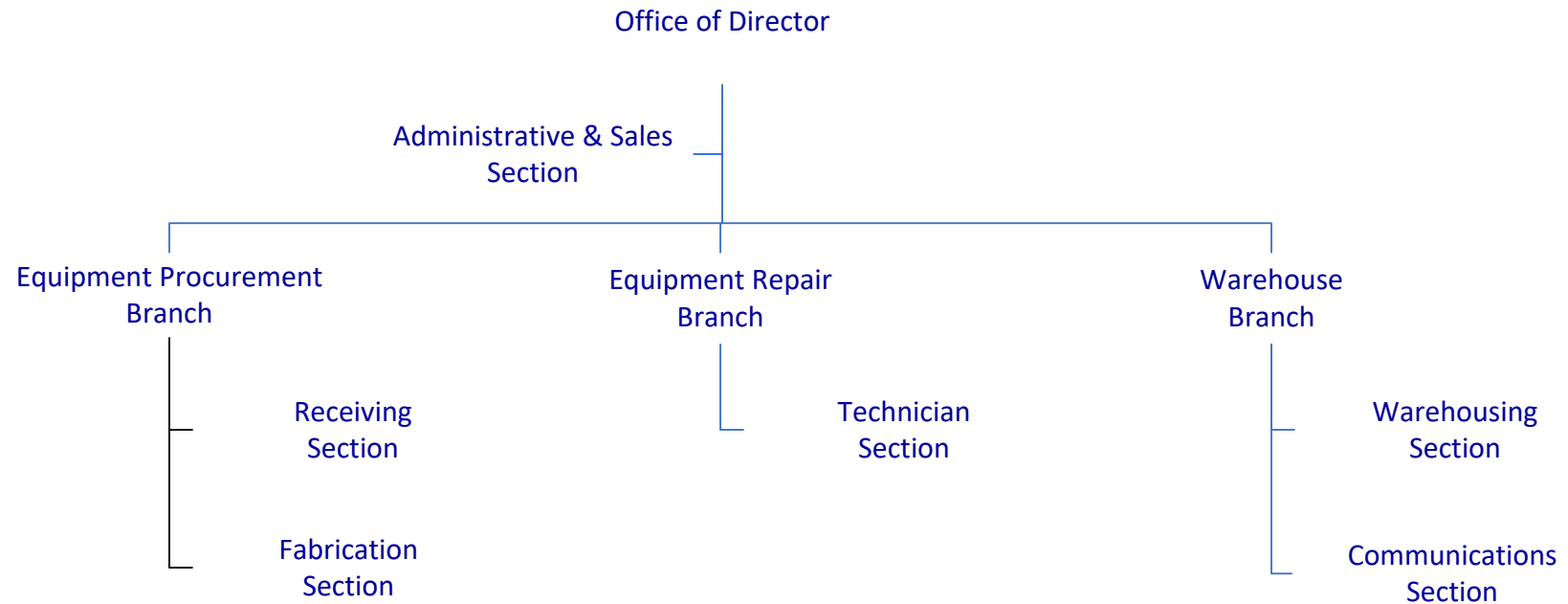
Underground Injection Control

Underground Storage Tanks

Water Quality

Office of Project Delivery & Preservation

Division of Equipment



09-16-2013



Equipment

DIRECTOR

RICK DURHAM

ASSISTANT DIRECTOR

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

Off-Road Equipment

Equipment Sales

Road Equipment

Fuel Cards

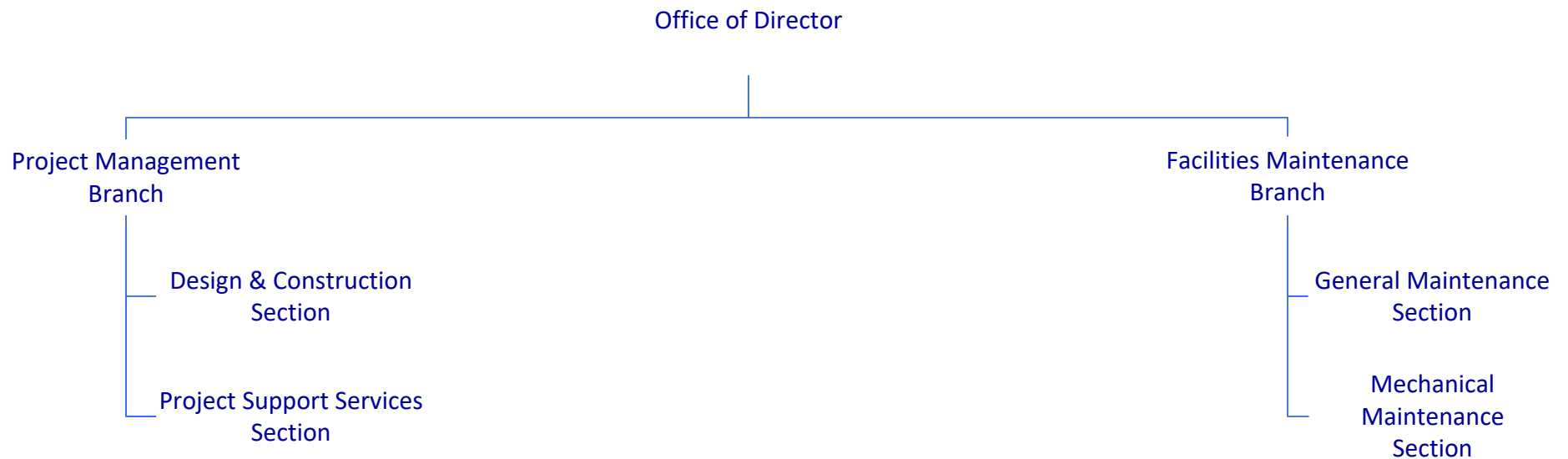
Surplus/Salvage Equipment

Mobile Radio Services

Transportation Warehouse

Office of Support Services

Division of Facilities Support



03-01-2018



Facilities Support

DIRECTOR

ASSISTANT DIRECTOR

LOCATION

PHONE

FAX

JODY HELLARD

1219 WILKINSON BLVD

502-564-0636

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

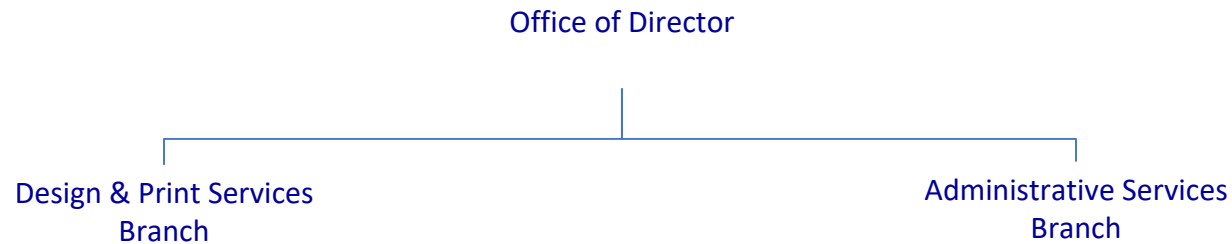
Property Maintenance

Purchases: Engineering, Laboratory, Equipment

Supplies: Office, Engineering, Specialty Items

Office of Support Services

Division of Graphic Design & Printing





Graphic Design & Printing

DIRECTOR

ASSISTANT DIRECTOR

LOCATION

TCOB, 1ST 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

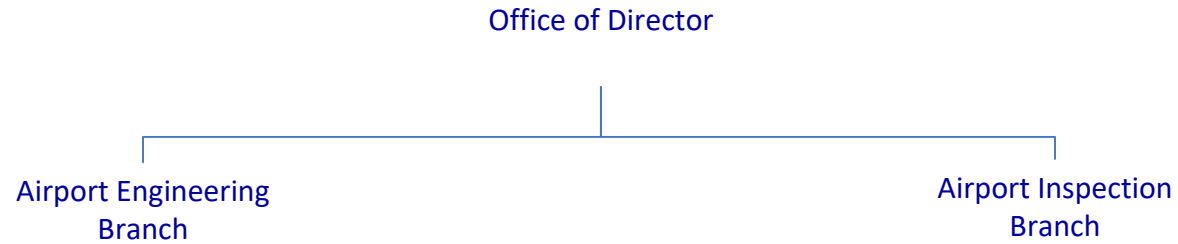
Graphic Design

Office Configuration

Printing

Department of Aviation

Greater Commonwealth Aviation Division





Greater Commonwealth Aviation

DIRECTOR

ASSISTANT DIRECTOR

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

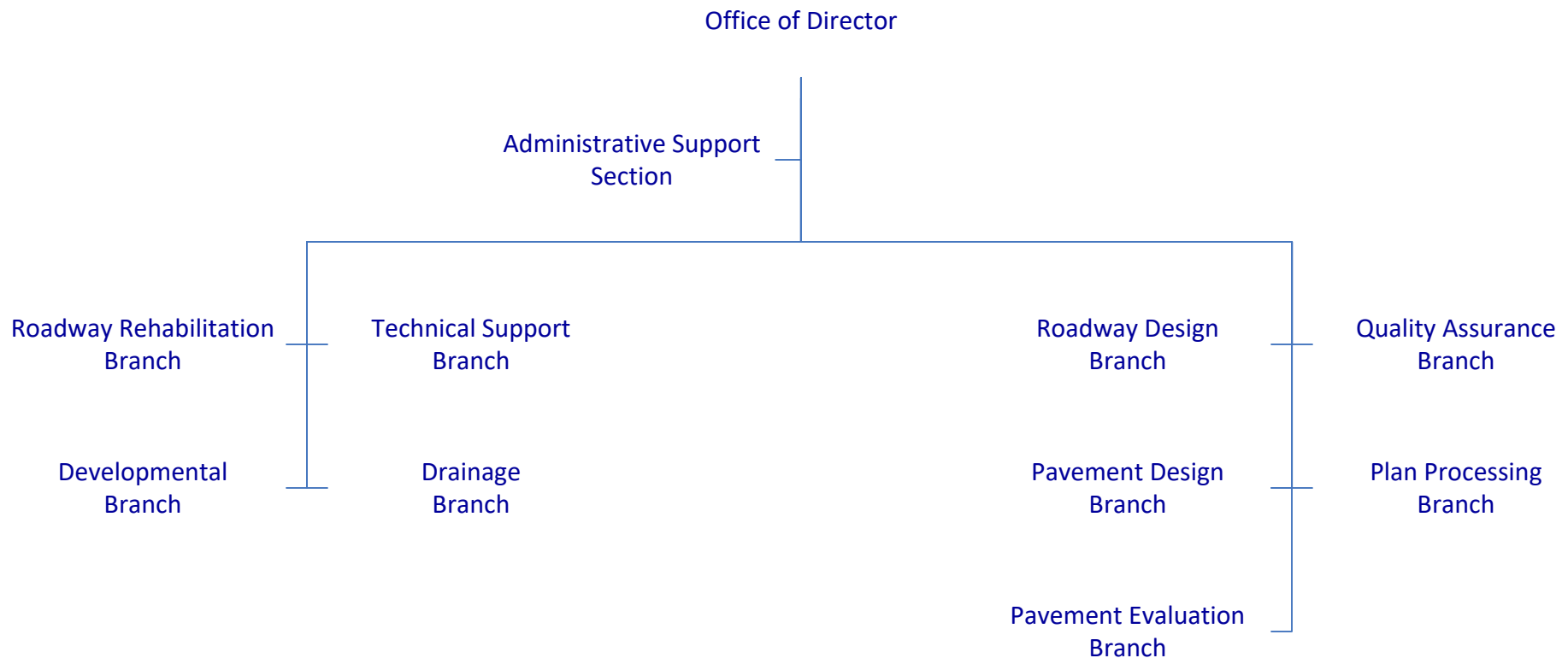
KEY WORDS

Airport Projects

Certification, Airports & Heliports

Office of Project Development

Division of Highway Design



11-01-2022



Highway Design

DIRECTOR

TIM LAYSON

ASSISTANT DIRECTOR

LOCATION

TCOB, 4TH FLOOR

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

Construction Estimates

Construction Proposals

Drainage, Roadway

Intergovernmental Reviews

Location Engineers

Pavement Design

Pavement Rehabilitation

Plan Processing

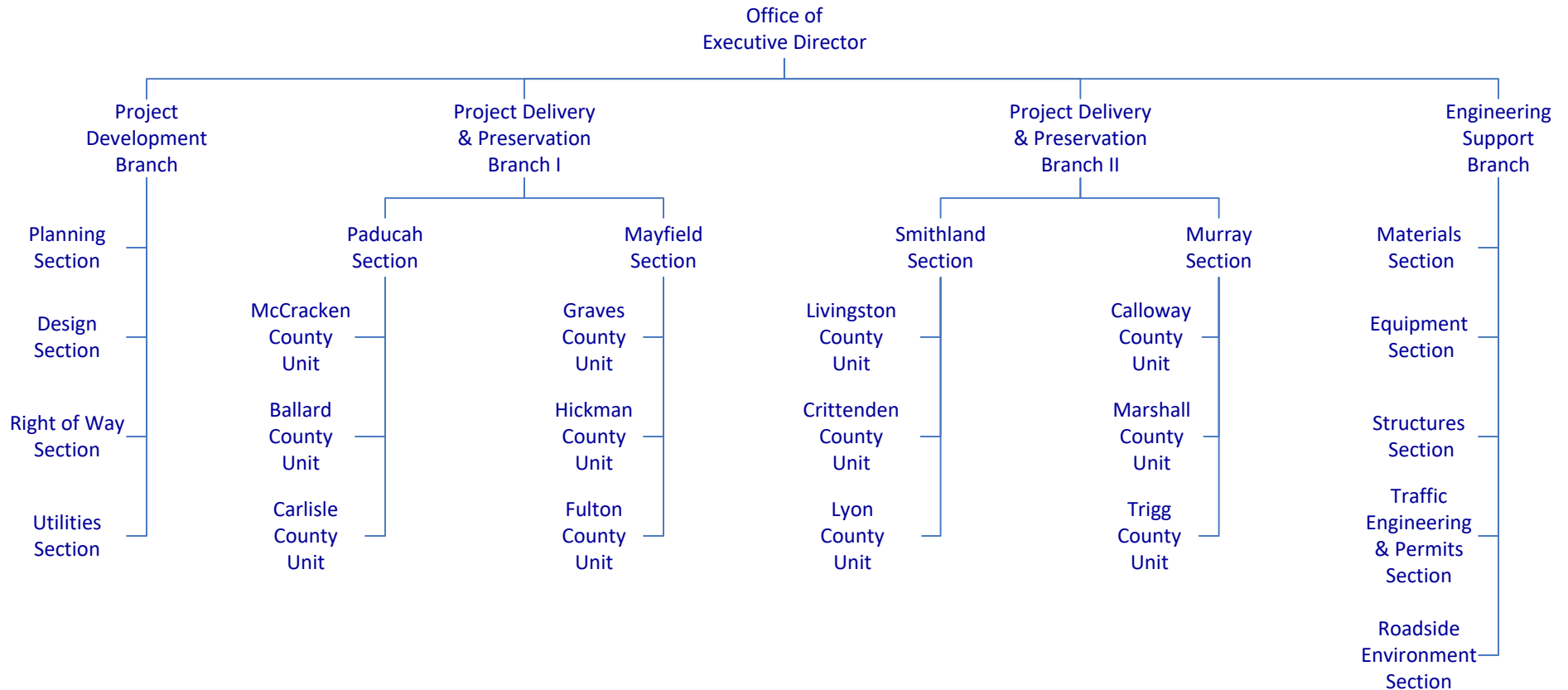
Roadway Design Engineering

Signing Plans

Standard Drawings

Survey Coordinator

Office of Highway District 1 Paducah





Highway District 1—Paducah

OFFICE OF HIGHWAY DISTRICT 1

EXECUTIVE DIRECTOR (CDE)

KYLE POAT

LOCATION

5501 KENTUCKY DAM RD
PADUCAH, KY 42003-9322

PHONE

270-898-2431

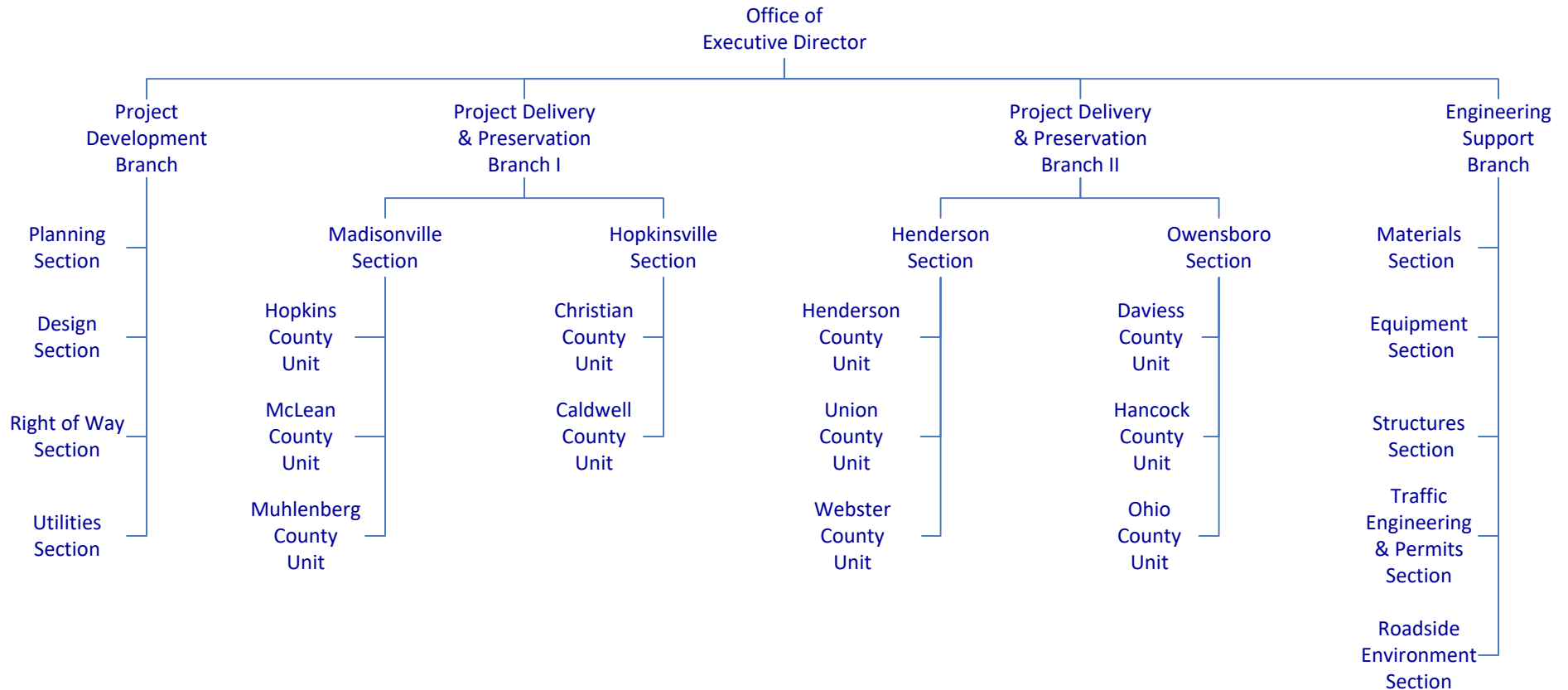
FAX

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)

DENEATRA HENDERSON

LOCATION

1840 NORTH MAIN ST
P O Box 600
MADISONVILLE, KY 42431-0600

PHONE

270-824-7080

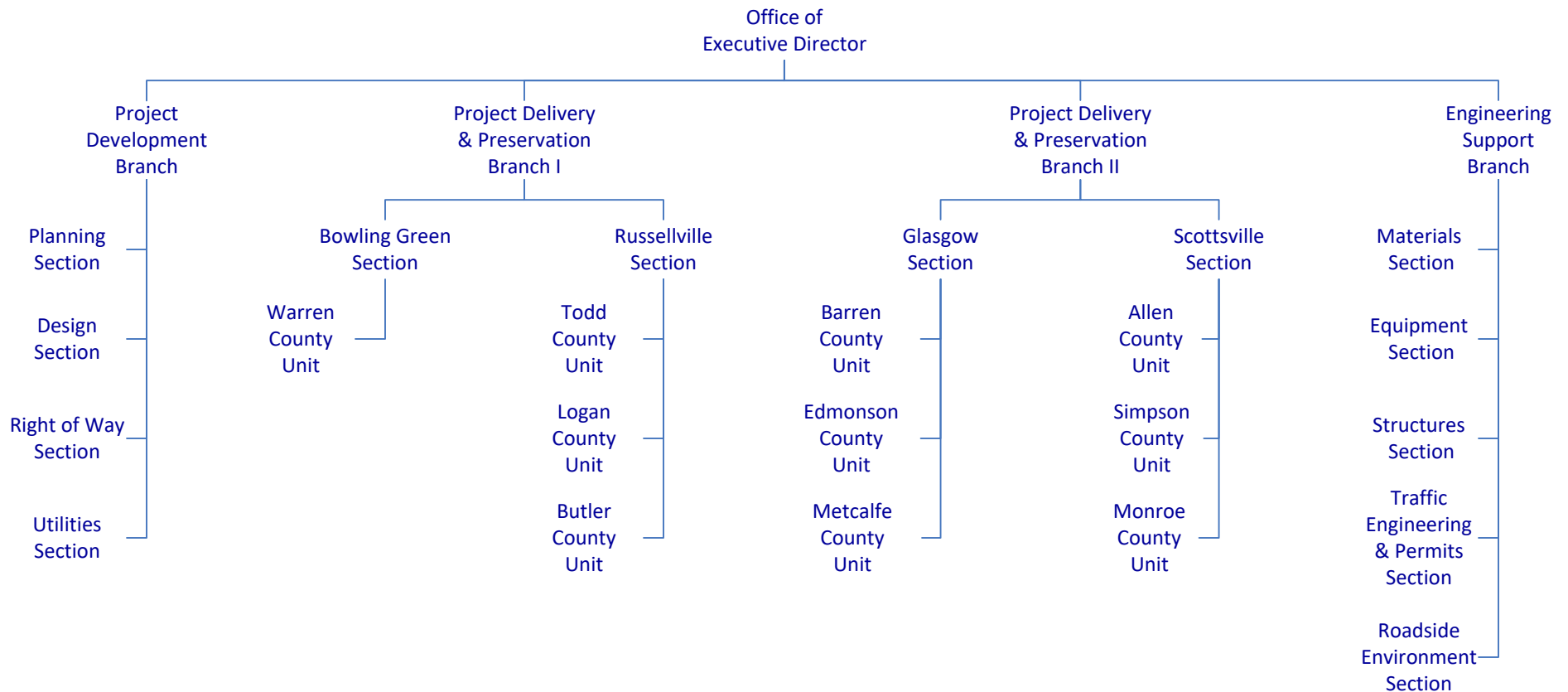
FAX

270-824-7091



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)

JOE PLUNK

LOCATION

900 MORGANTOWN RD
BOWLING GREEN, KY 42102

PHONE

270-746-7898

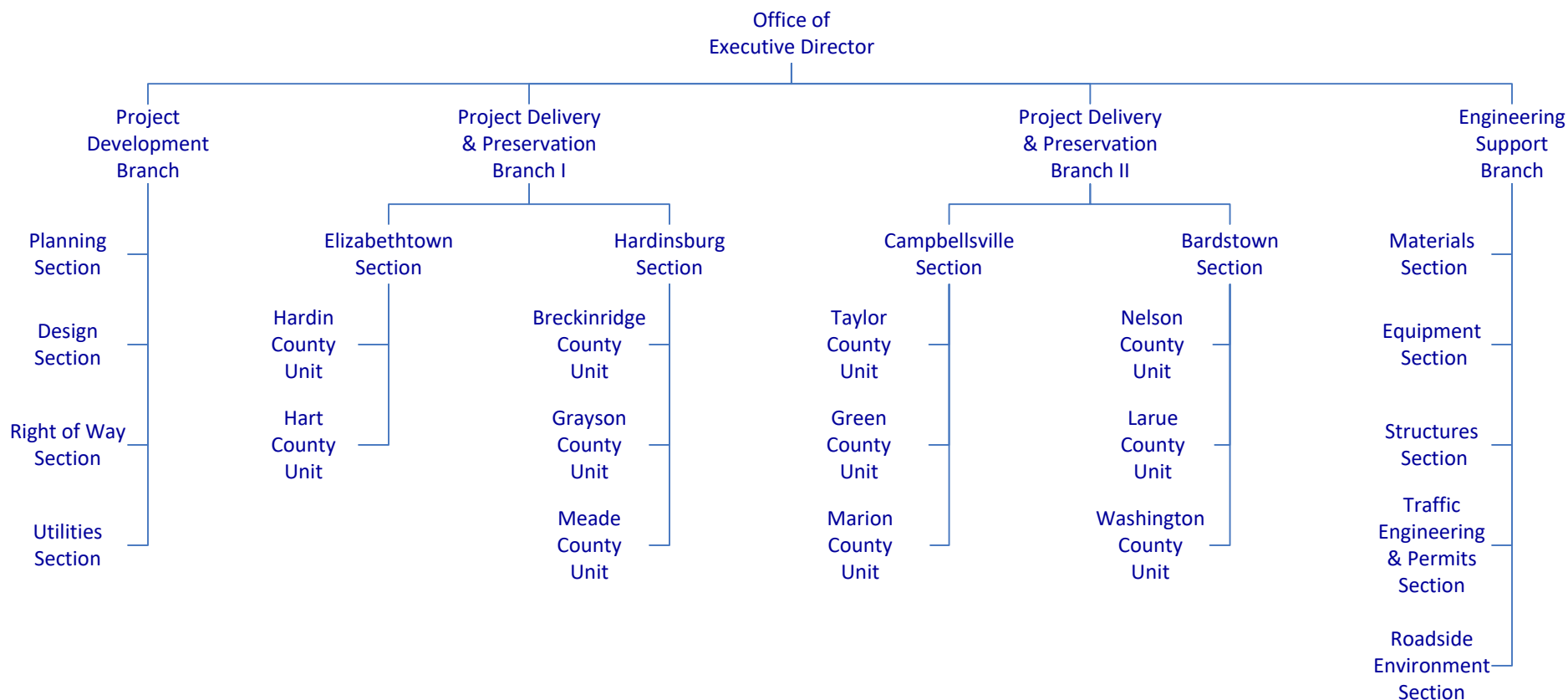
FAX

270-746-7643



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)

BRAD BOTTOMS

LOCATION

634 EAST DIXIE HWY

P O Box 309

ELIZABETHTOWN, KY 42702-0309

PHONE

270-766-5066 OR 800-459-3566

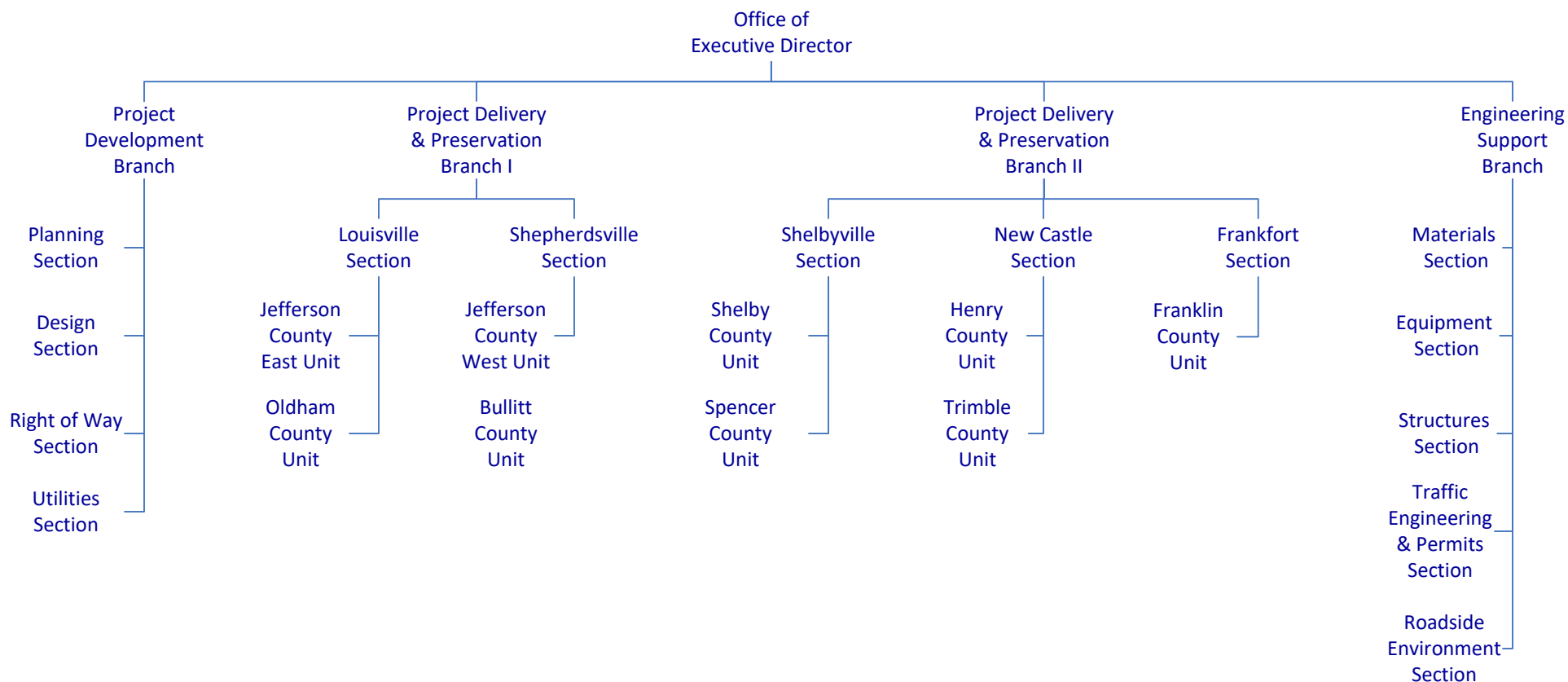
FAX

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

LOCATION

8310 WESTPORT RD

P O Box 22100

LOUISVILLE, KY 40242-3042

PHONE

502-210-5400 OR 800-903-5844

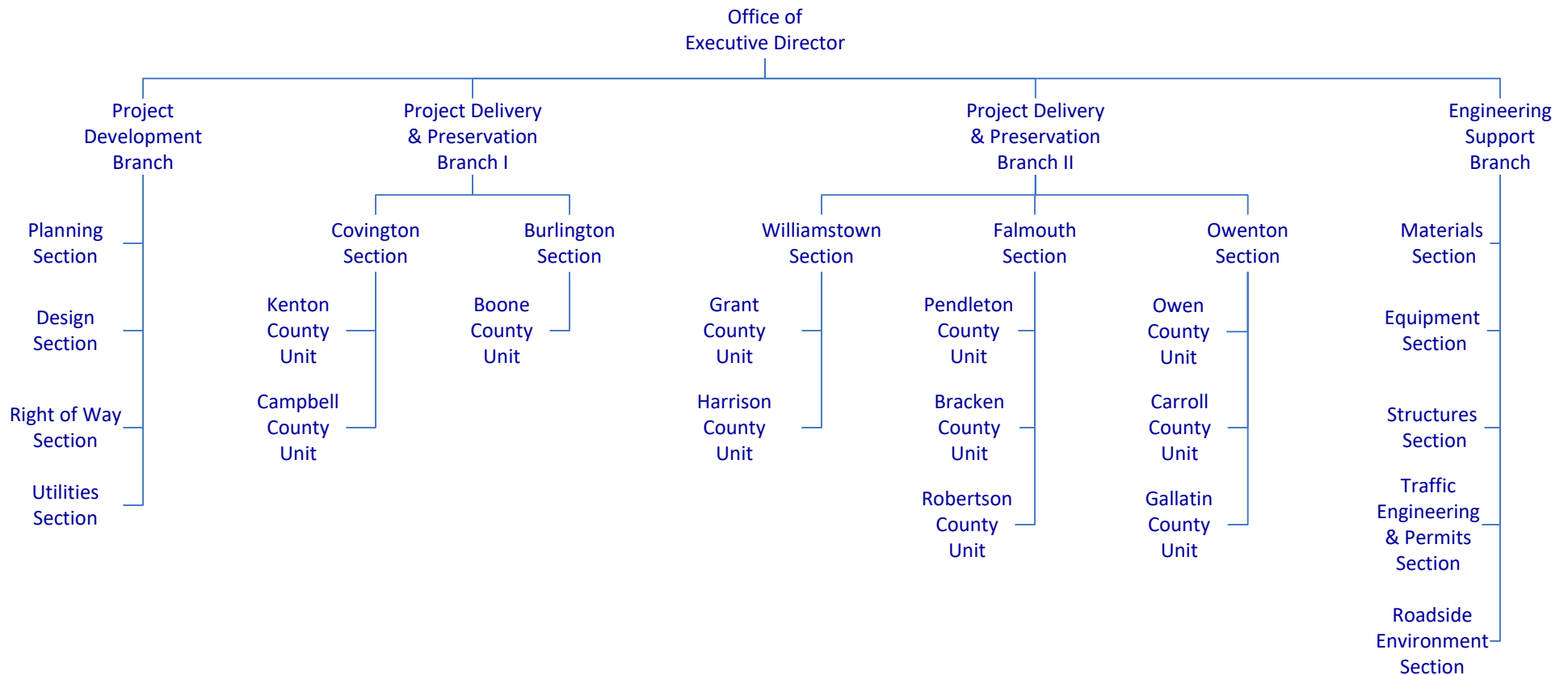
FAX

502-210-5494



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

Office of Highway District 6 Covington





Highway District 6—Covington

OFFICE OF HIGHWAY DISTRICT 6

EXECUTIVE DIRECTOR (CDE)

BOB YEAGER

LOCATION

421 BUTTERMILK PIKE
FT. MITCHELL, KY 41017

PHONE

859-341-2700

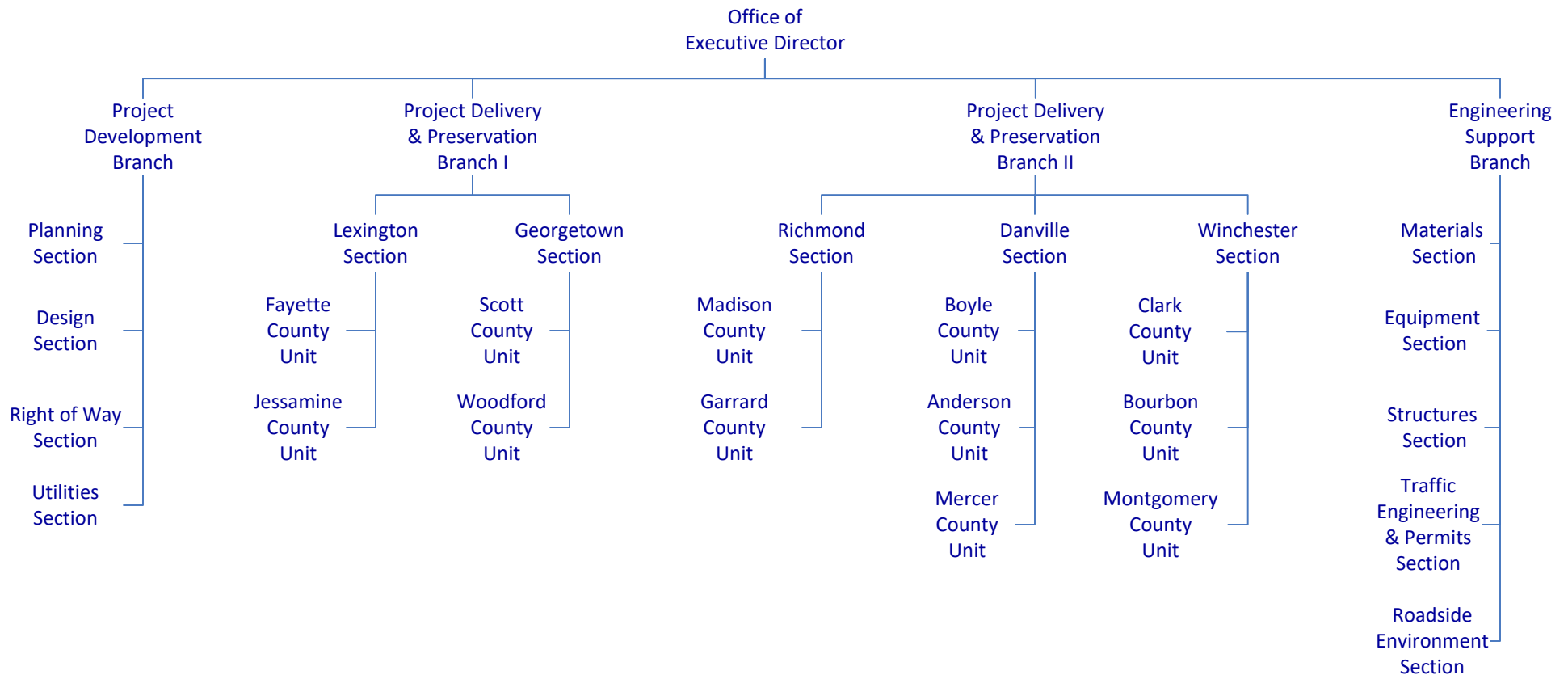
FAX

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)

KELLY BAKER

LOCATION

763 WEST NEW CIRCLE RD, BLDG 2

P O Box 11127

LEXINGTON, KY 40512-0127

PHONE

859-246-2355

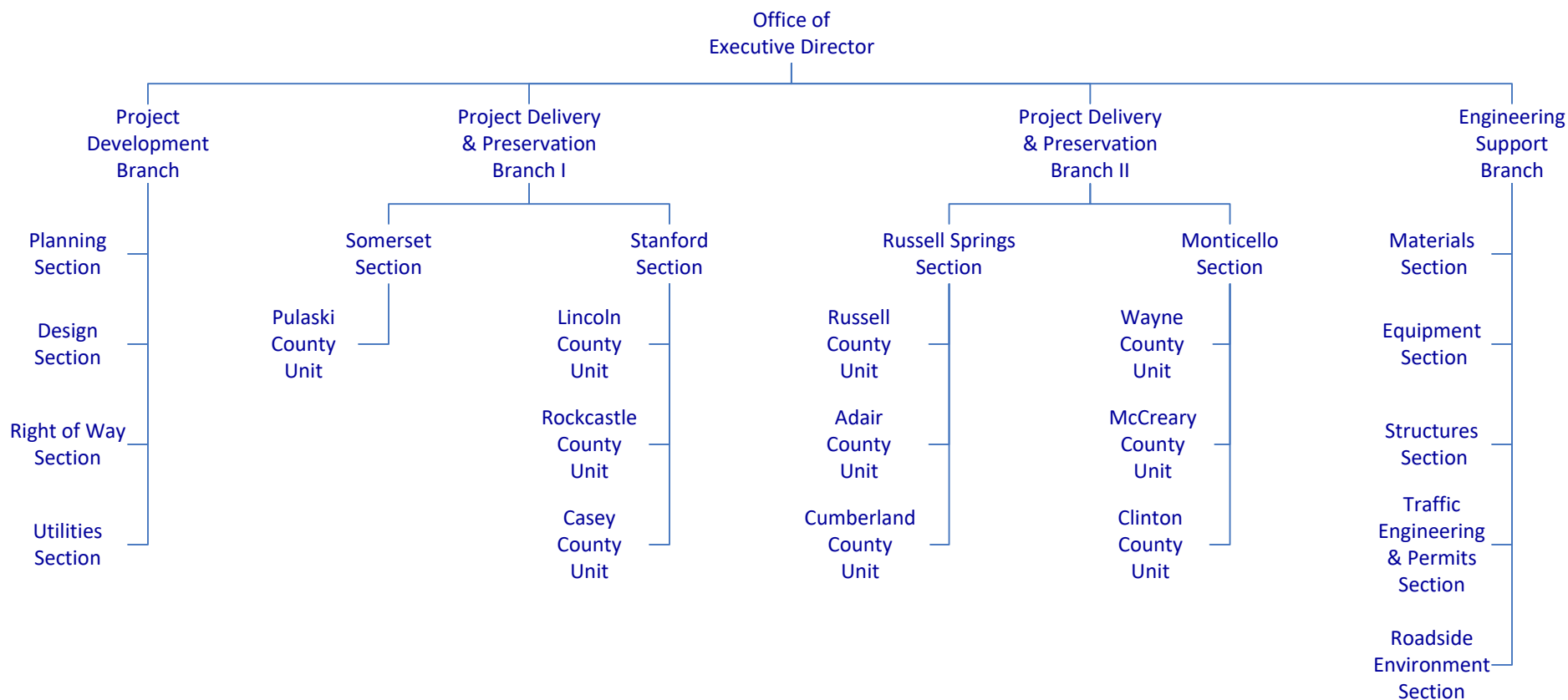
FAX

859-246-2354



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

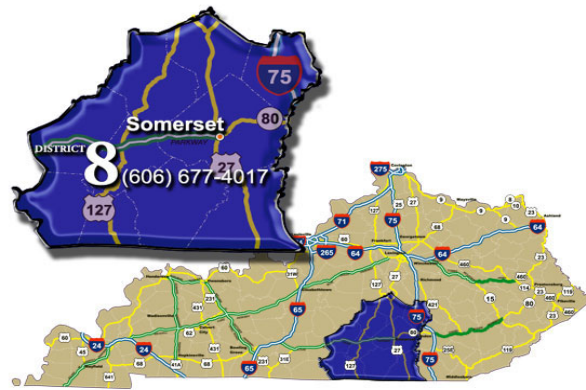
OFFICE OF HIGHWAY DISTRICT 8

EXECUTIVE DIRECTOR (CDE)

JAMES JONES

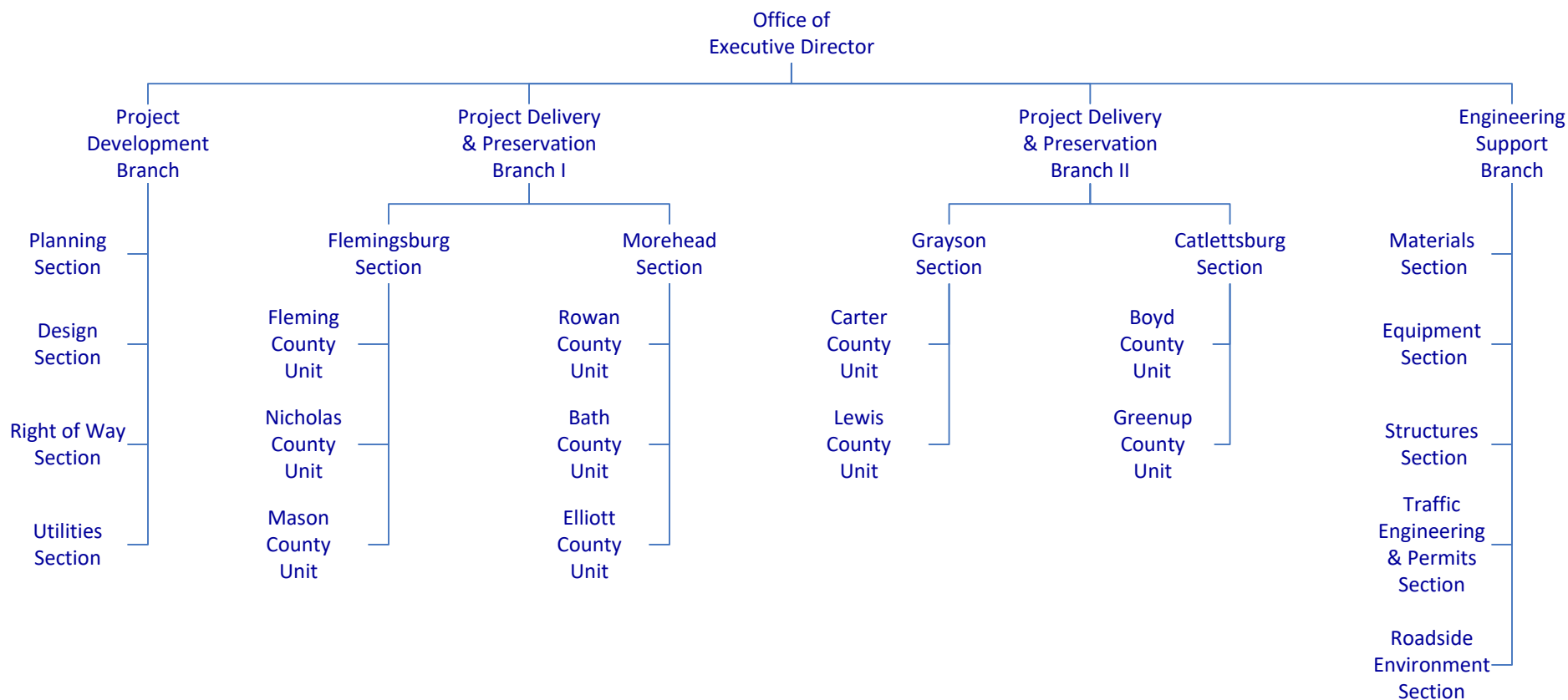
LOCATION

1660 SOUTH HIGHWAY 27
P O Box 780
SOMERSET, KY 42502-0780
606-677-4017
606-677-4013

PHONE**FAX**

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)

STEVE GUNNELL

LOCATION

822 ELIZAVILLE AVE
P O Box 347
FLEMINGSBURG, KY 41041-0347

PHONE

606-845-2551

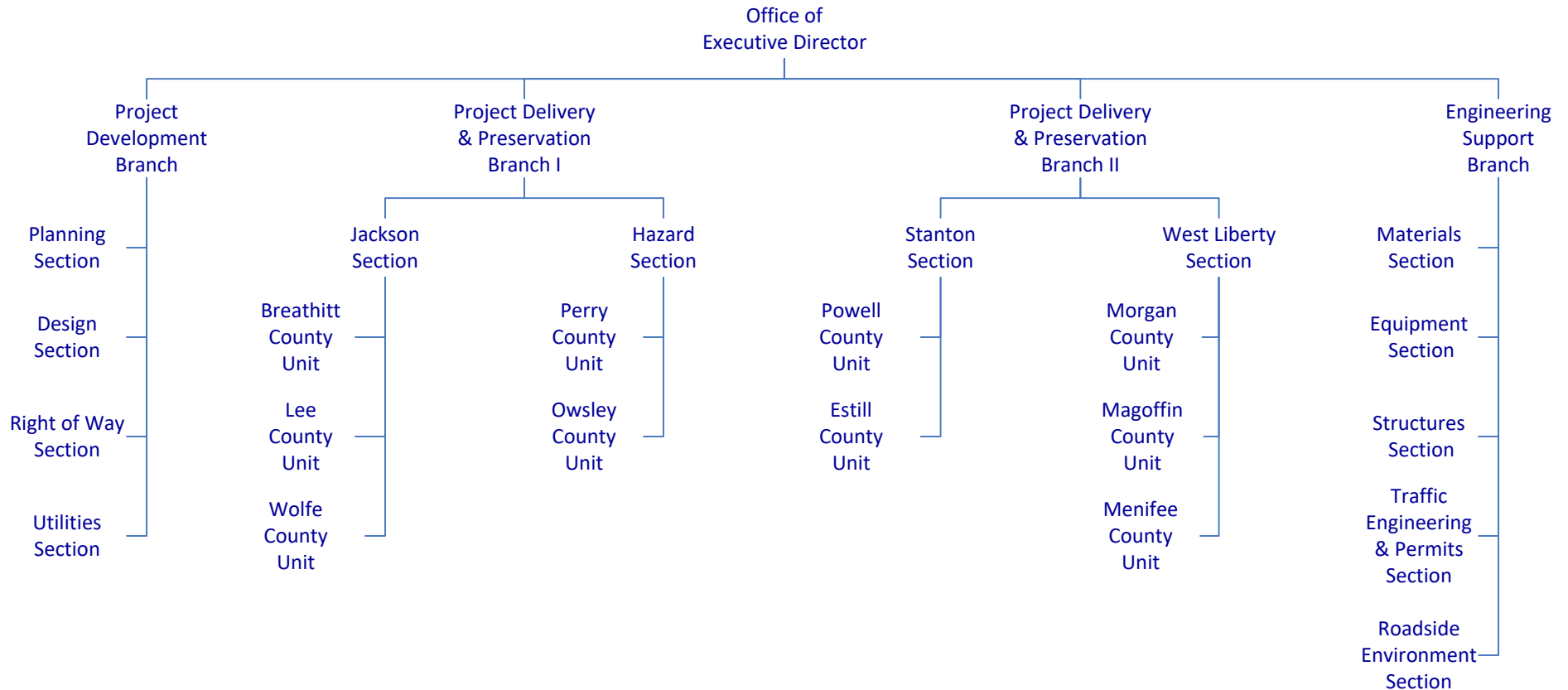
FAX

606-849-2286



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)

CORBETT CAUDILL

LOCATION

473 HIGHWAY 15 SOUTH
P O Box 621
JACKSON, KY 41339-0621
606-666-8841
606-666-7074

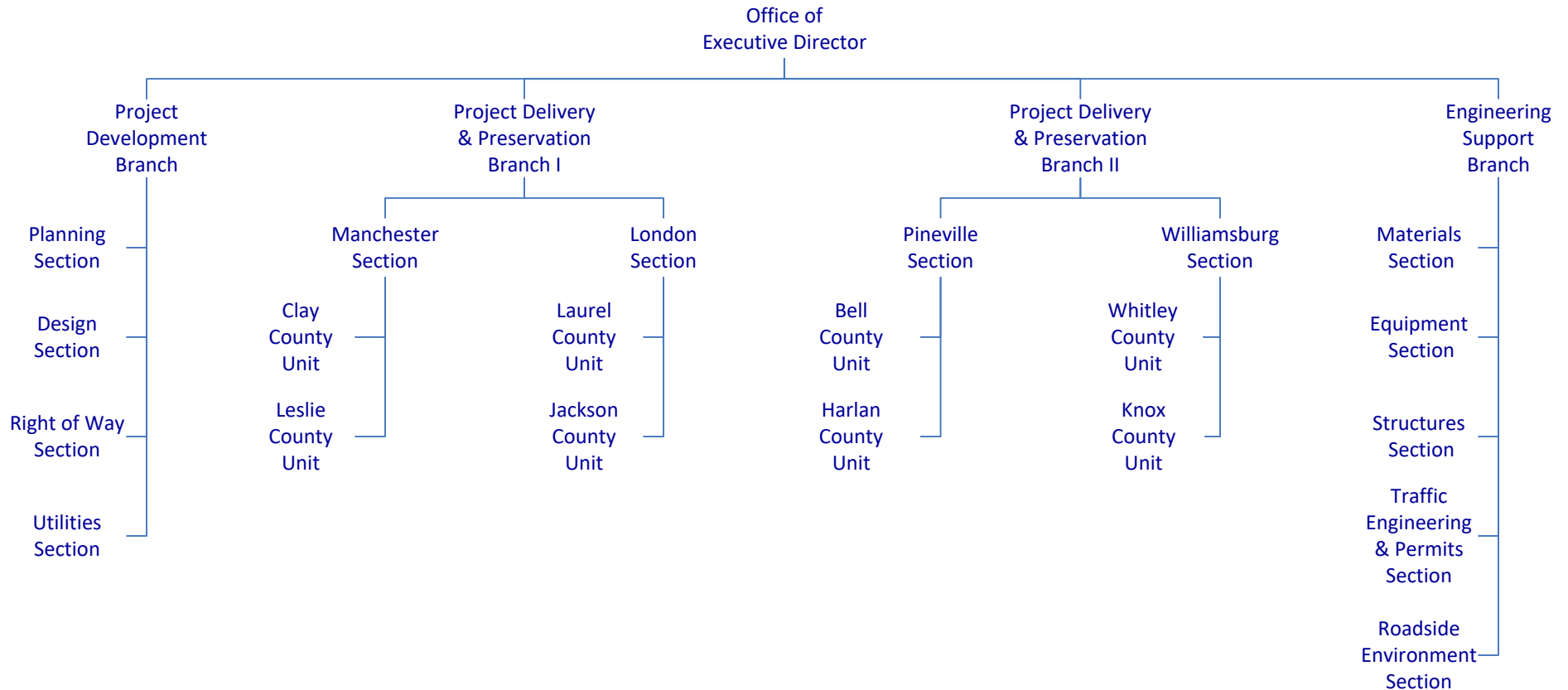
PHONE

FAX



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)

CHRISTOPHER JONES

LOCATION

603 RAILROAD AVE
MANCHESTER, KY 40962

PHONE

606-598-2145

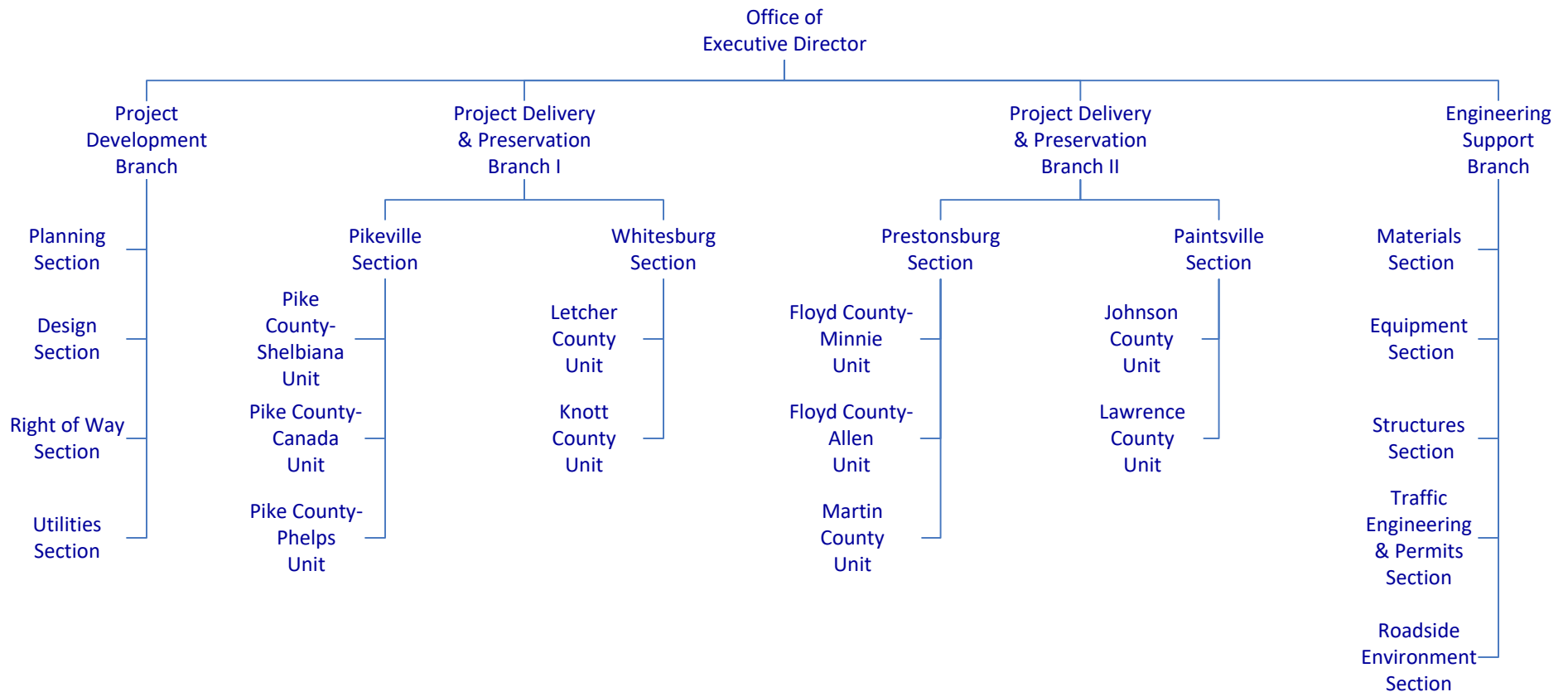
FAX

606-598-8269



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

Office of Highway District 12 *Pikeville*

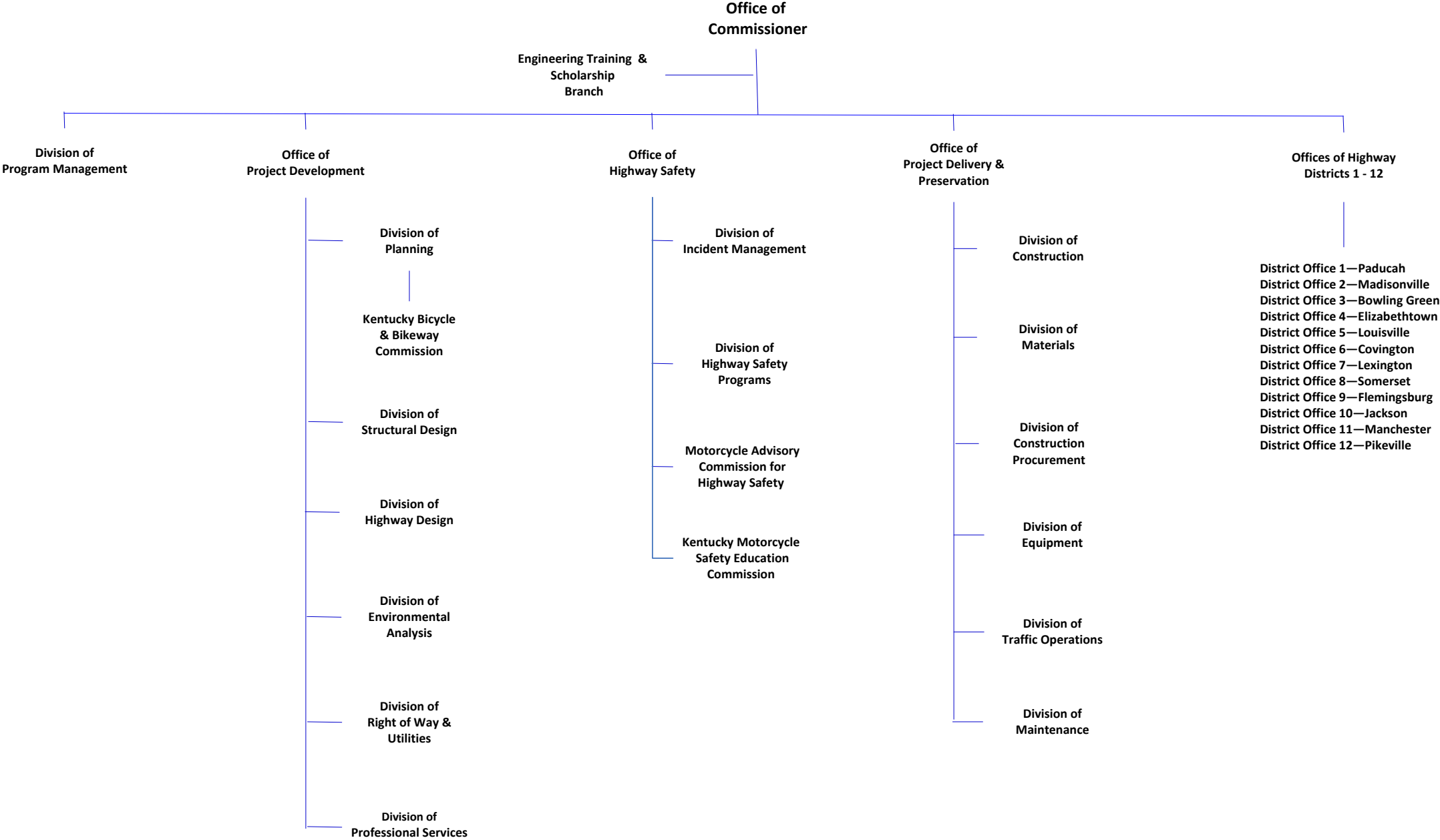


**FAX**

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



Department of Highways





Highways

COMMISSIONER**STATE HIGHWAY ENGINEER**

JAMES BALLINGER

LOCATIONTCOB, 6TH 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

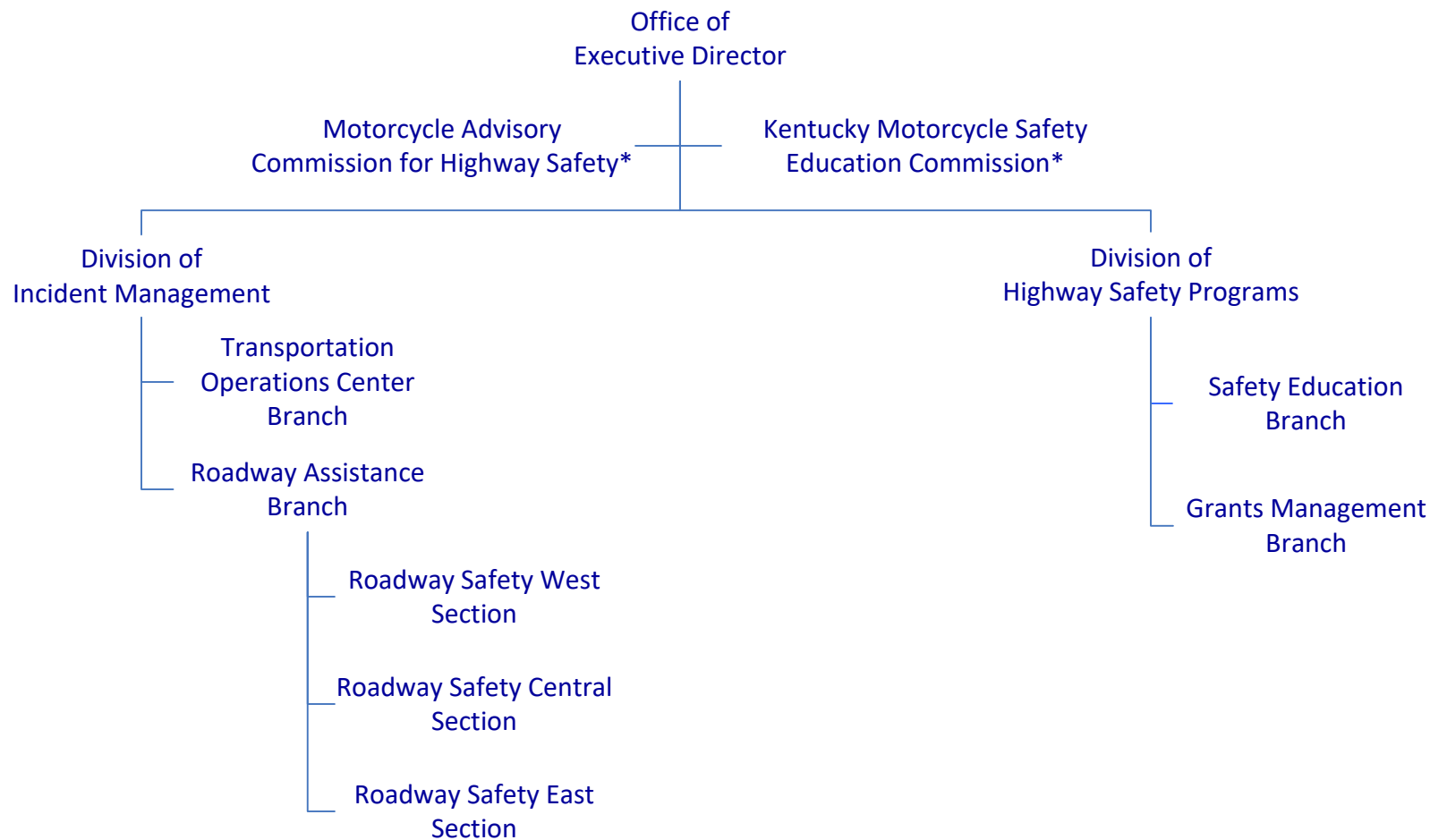
KEY WORDS

Engineering Recruitment

Engineering Training

Department of Highways

Office of Highway Safety





Highway Safety

EXECUTIVE DIRECTOR

BILL BELL

DEPUTY EXECUTIVE DIRECTOR

LOCATION

TCOB, 4TH FLOOR WEST

PHONE

502-564-1438 / 3730

FAX

502-564-2629

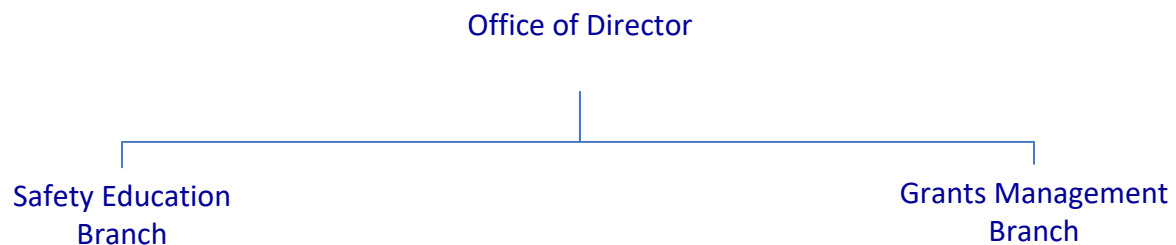
OFFICE OF HIGHWAY SAFETY

- ◆ 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 Kentucky Motorcycle Safety Education Commission are attached to the Office of Highway Safety.

Office of Highway Safety

Division of Highway Safety Programs





Highway Safety Programs

DIRECTOR

ASSISTANT DIRECTOR

LOCATION

PHONE

FAX

RYAN FISHER

TCOB, 4TH FLOOR WEST

502-564-1438

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

Child Passenger Safety

CRASH Database

Driver Improvement Course

Drive Smart Kentucky

Drive Smart Kentucky Bear

Fatal Vision Goggles

Ghost Outs

Governor's Executive Committee on Highway Safety

Grants, Highway Traffic Safety

Highway Safety Data

Judgment Day

Mock Crashes

Operation Drive Smart Blitz

Radar Trailers

Rollover Simulator

Safety City

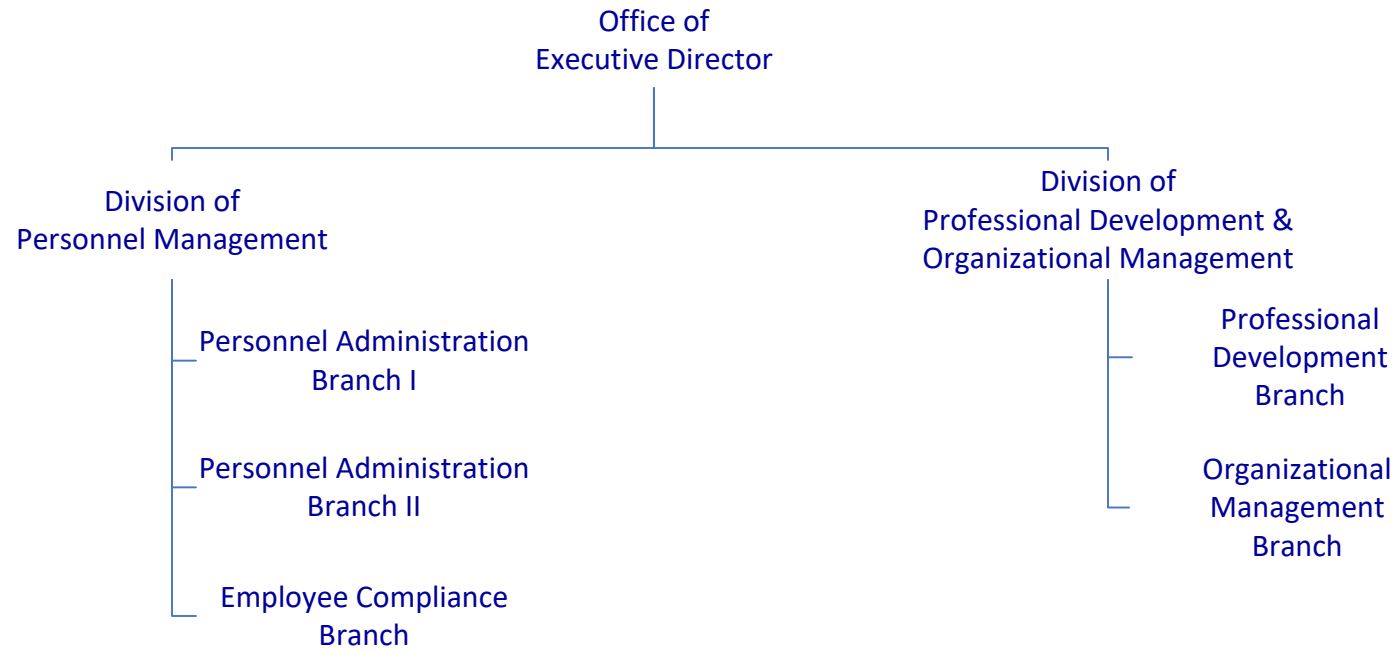
Strategic Highway Safety Plan

Traffic Records System

Traffic Safety Checkpoints

**Acting*

Office of Human Resource Management





Human Resource Management

EXECUTIVE DIRECTOR

TRACY HYATT

DEPUTY EXECUTIVE DIRECTOR

LOCATION

TCOB, 6TH FLOOR WEST

PHONE

502-564-4610

FAX

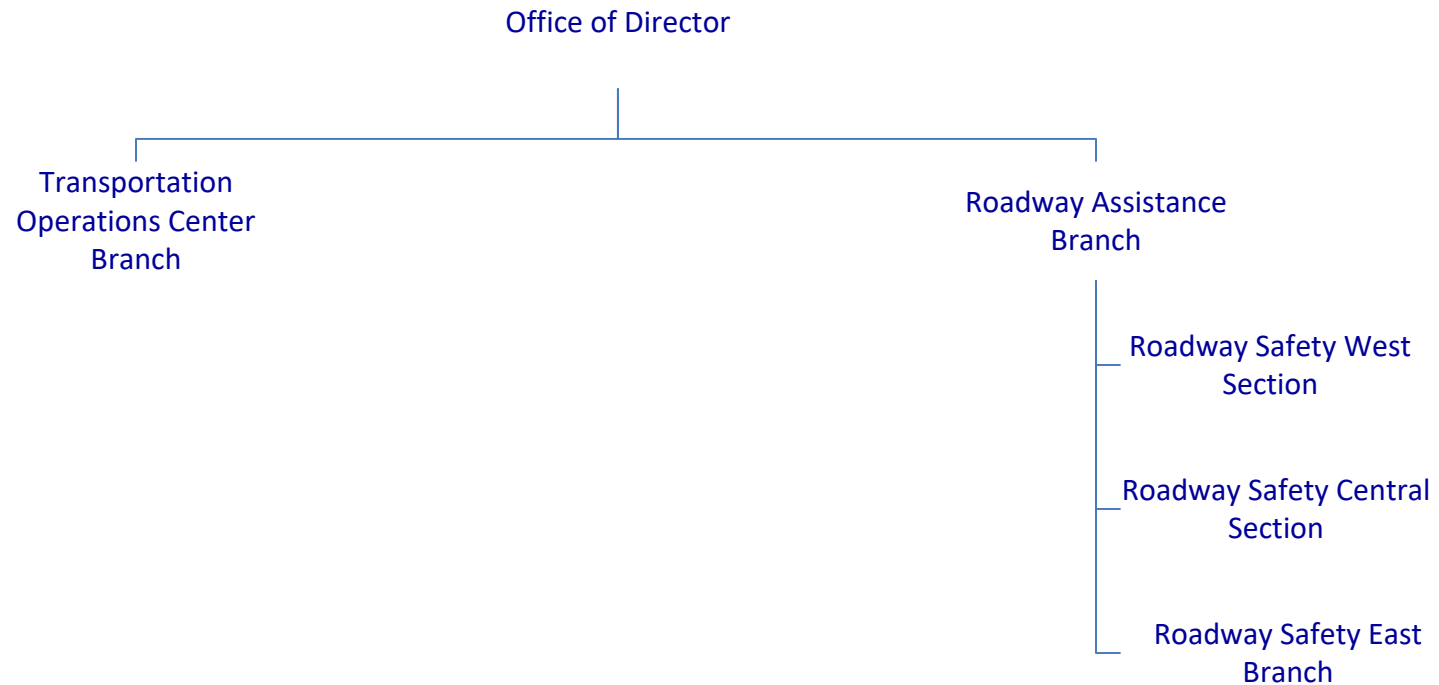
502-564-6683 / 0845

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
- ◆ Comprises two divisions:
 - **DIVISION OF PERSONNEL MANAGEMENT (INTRANET ONLY)**
 - **DIVISION OF PROFESSIONAL DEVELOPMENT AND ORGANIZATIONAL MANAGEMENT (INTRANET ONLY)**

Office of Highway Safety

Division of Incident Management



12-16-2020



Incident Management

DIRECTOR

JOHN ROBERTS, JR.

ASSISTANT DIRECTOR**LOCATION**

TCOB, 1ST 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

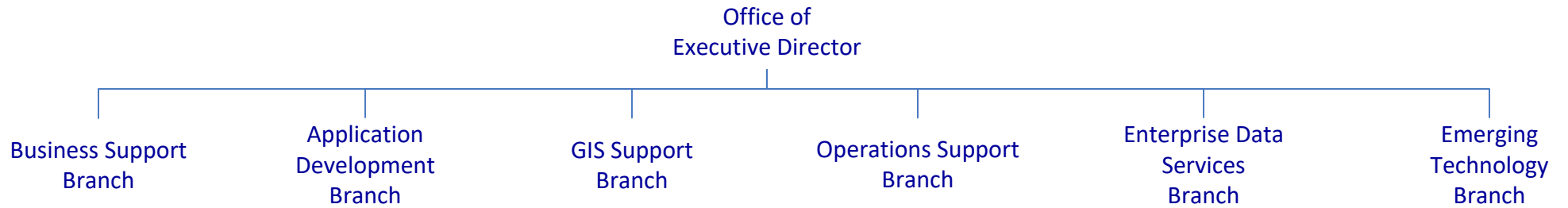
KEY WORDS

511

Traffic Conditions

Weather Monitoring

Office of Information Technology





Information Technology

EXECUTIVE DIRECTOR

HEATHER STOUT

DEPUTY EXECUTIVE DIRECTOR

LOCATION

TCOB, 4TH 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

MARYELLEN MYNEAR

DEPUTY EXECUTIVE DIRECTOR

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	ANTHONY ADAMS
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

LOCATION

105 SEA HERO RD, SUITE 1

PHONE

502-573-1000

FAX

502-573-1003

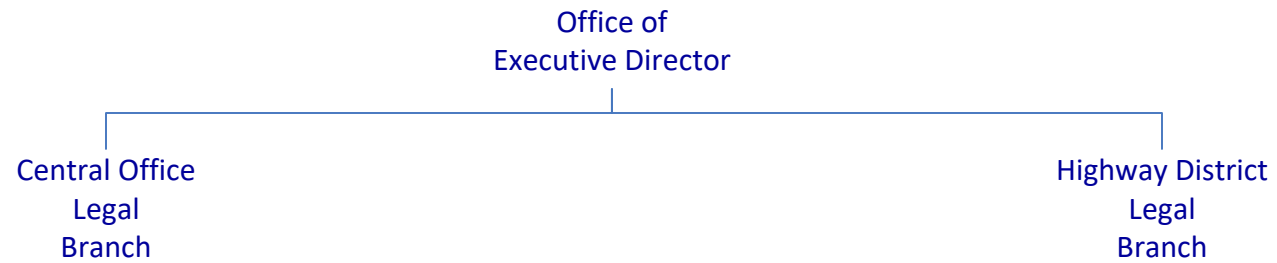
KENTUCKY MOTOR VEHICLE COMMISSION, attached to the Transportation Cabinet for administrative purposes:

- ◆ 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





Legal Services

EXECUTIVE DIRECTOR

WILL FOGLE

DEPUTY EXECUTIVE DIRECTOR

LOCATION

TCOB, 6TH 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

Legislation

Board of Claims

Open Records

Civil Litigation

Personnel Board Hearings

Collections of Debts

Property Damage Claims

Condemnation

Records Retention

First Report of Injury or Illness (IA-1)

Reverse Condemnation

Hearings



Department of Rural & Municipal Aid

Office of Local Programs

Office of
Executive Director

01-16-2009



Local Programs

EXECUTIVE DIRECTOR

DEPUTY EXECUTIVE DIRECTOR

LOCATION

TCOB, 6TH 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)

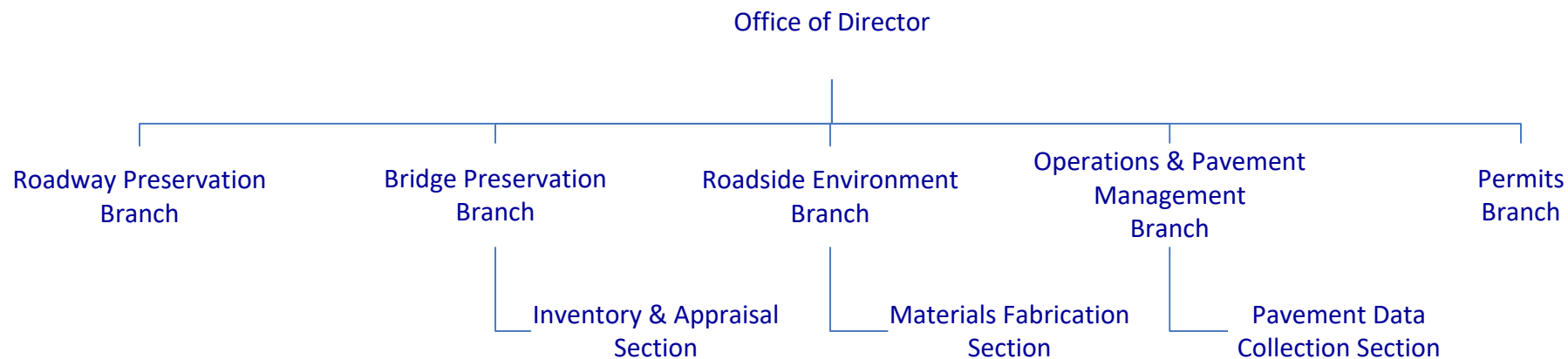
Transportation Alternatives Program (TAP)

Transportation, Community and Systems Preservation (TCSP)

Transportation Enhancement Program (TE)

Office of Project Delivery & Preservation

Division of Maintenance





Maintenance

DIRECTOR	JOSH ROGERS
ASSISTANT DIRECTOR	RANDI FELTNER
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

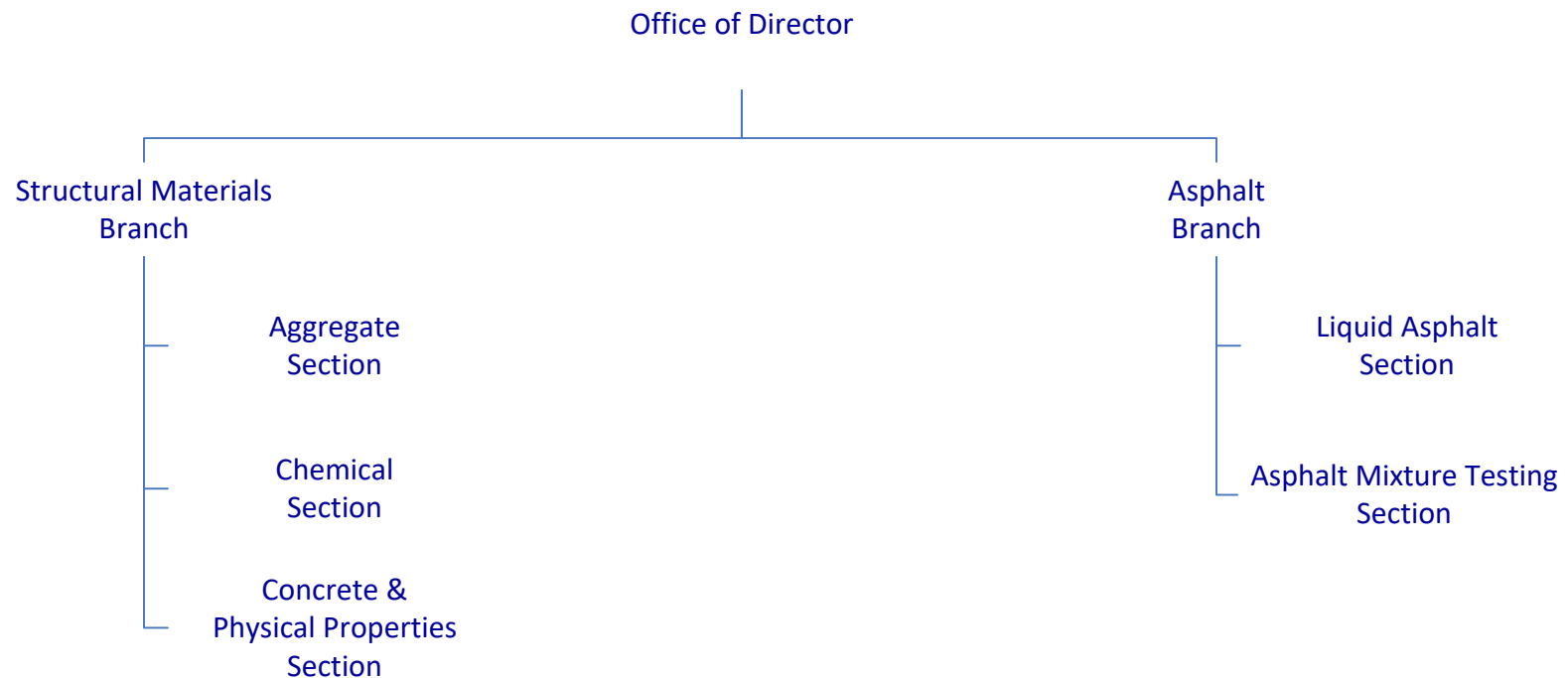
KEY WORDS

Bridge Maintenance
Maintenance Management
Maintenance Standards

Pavement Maintenance
Roadside Maintenance
Winter Roadway Maintenance

Office of Project Delivery & Preservation

Division of Materials



06-16-2008



Materials

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

DIVISION OF MATERIALS

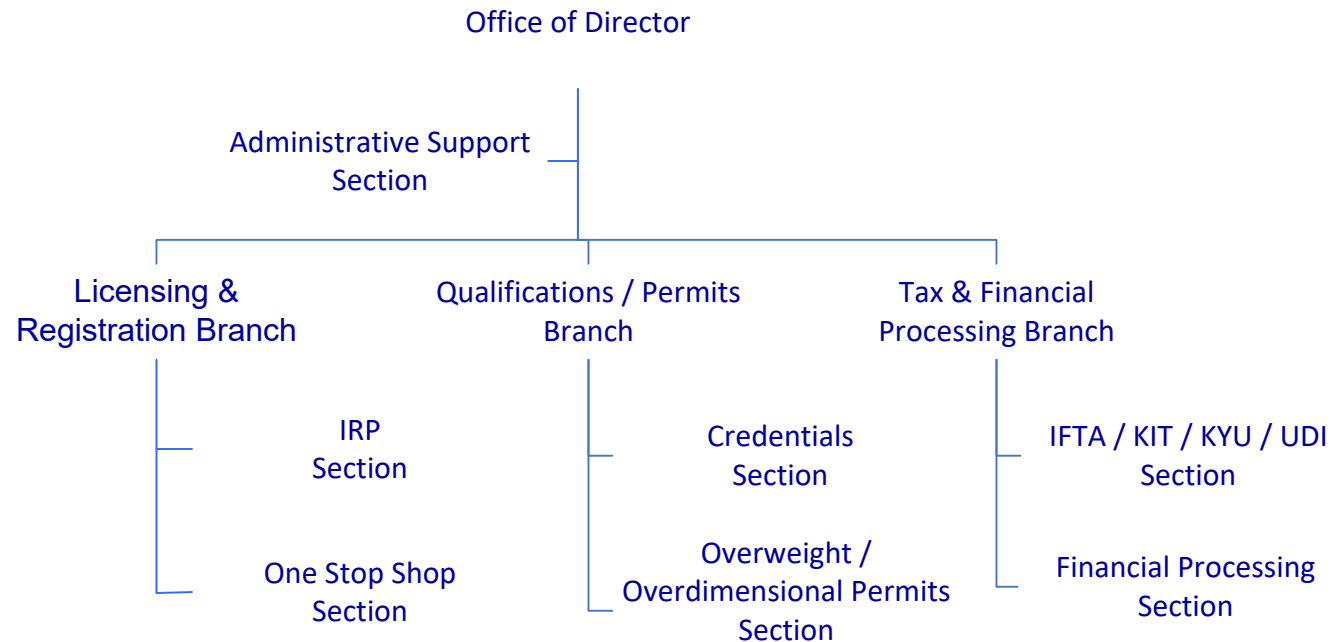
- ◆ Establishes standards and controls for quality of materials used in construction and maintenance of highways
- ◆ Assists in developing standards and specifications for materials
- ◆ Establishes and supervises materials testing procedures
- ◆ Performs and approves acceptance testing of materials
- ◆ 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





Motor Carriers

DIRECTOR	TOM MCDANIEL
ASSISTANT DIRECTOR	MARY COOK
ASSISTANT DIRECTOR	LATASHA WILLIAMS
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)

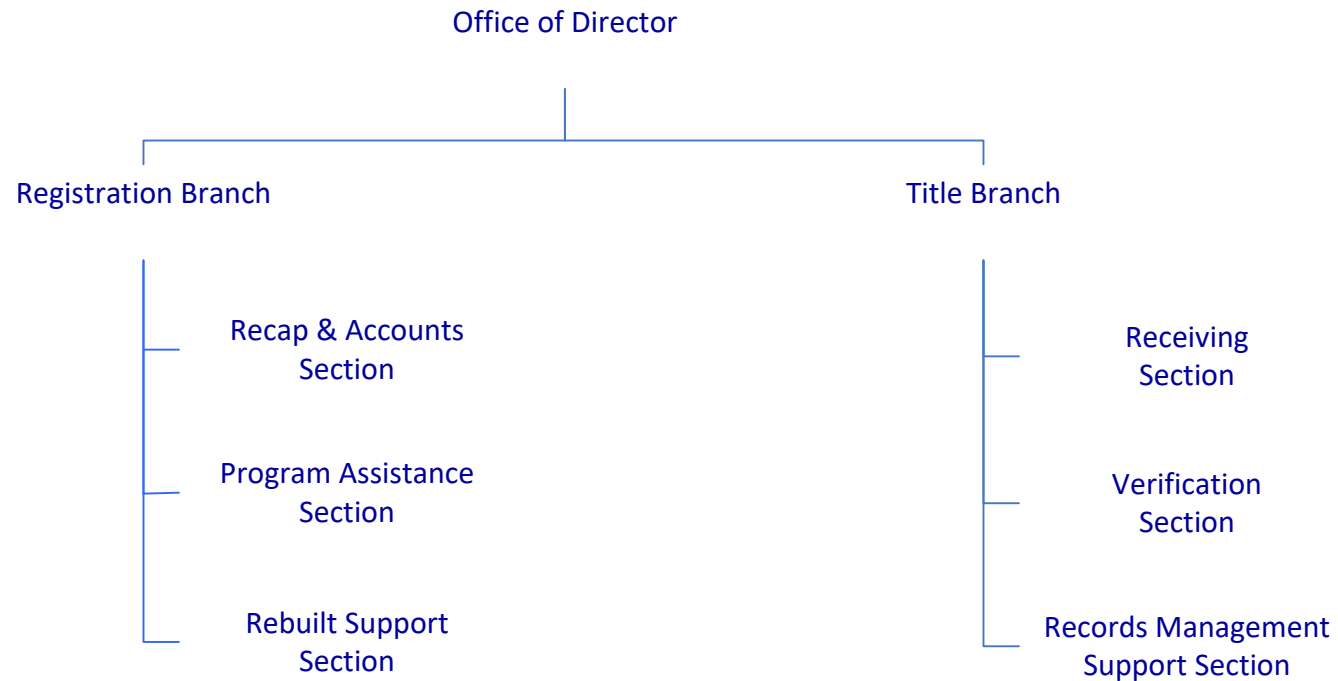
KEY WORDS

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

GODWIN ONODU

ASSISTANT DIRECTOR

MELINDA WOFFORD

LOCATION

TCOB, 2ND 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

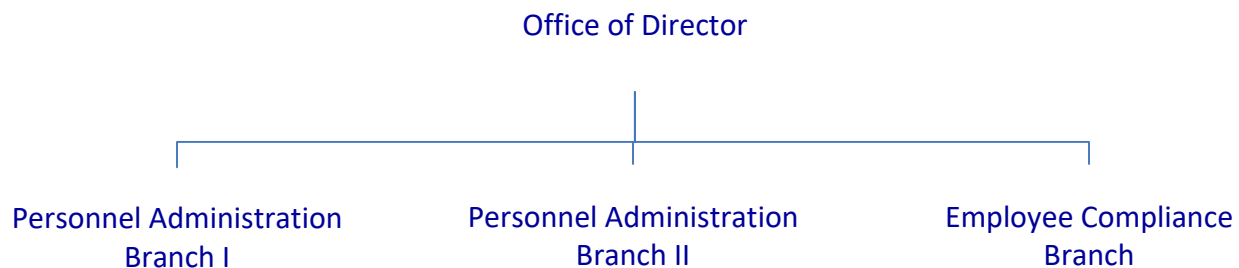
Temporary Tags

Titles



Office of Human Resource Management

Division of Personnel Management



12-16-2020



Personnel Management

DIRECTOR**ASSISTANT DIRECTOR****LOCATION****PHONE****FAX**

STEPHANIE HUKILL

TCOB, 6TH FLOOR WEST

502-564-4610

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
- ◆ Ensures employee compliance with KRSs, KARs, policies, and procedures, particularly KRS 18A, KRS 342, and Title 101 KAR
- ◆ 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)

KEY WORDS

Benefits, Employee

Classifications, Employee

Compliance, Employee

Disciplinary Actions

Employment Practices

Grievances, Employee

Insurance, Employee

Leave, Family Medical

Leave Sharing, Annual or Sick
Payroll

Personnel Board Hearings

Personnel Records

Tax Deductions

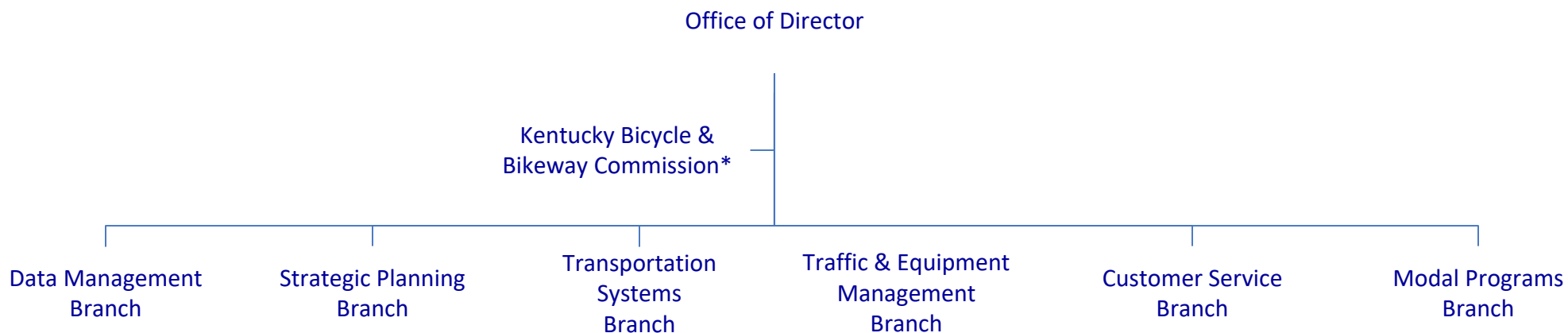
Temporary Modified Duty Plan

Withholdings, Employee

Workplace Violence

Office of Project Development

Division of Planning





DIRECTOR	MIKAEL PELFREY
ASSISTANT DIRECTOR	JASON BLACKBURN
LOCATION	TCOB, 4 TH FLOOR
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	

Office of Human Resource Management

Division of Professional Development & Organizational Management





Professional Development & Organizational Management

DIRECTOR

ASSISTANT DIRECTOR

LOCATION

PHONE

FAX

MONICA PATTISON

TCOB, 6TH FLOOR WEST

502-564-4610

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) and Supervisor Training and Resources (STAR) Program
- ◆ Oversees Educational Assistance Program for the Cabinet
- ◆ Tracks budget and processes payments for external training, employee physical exams, and drug testing
- ◆ Processes reimbursements related to 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
- ◆ 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

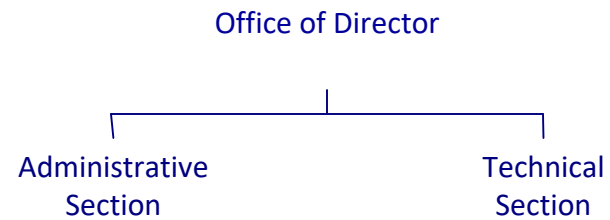
KEY WORDS

Advanced Leadership Academy (ALA)
Employee Suggestion Program
Evaluations, Employee Performance
Forms, Cabinet
Leadership Training
Management Contact Listings
Organizational Charts
Orientation Training
Policy Manuals, Cabinet

Postmasters
Professional Licenses (CDLs)
Reorganizations
STAR Program
Strategic Plan, OHRM
Training Records
Training Workshops
Websites, OHRM

Office of Project Development

Division of Professional Services





Professional Services

DIRECTOR

ERIC PELFREY

ASSISTANT DIRECTOR

DAVID GORMLEY

LOCATION

TCOB, 3RD 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

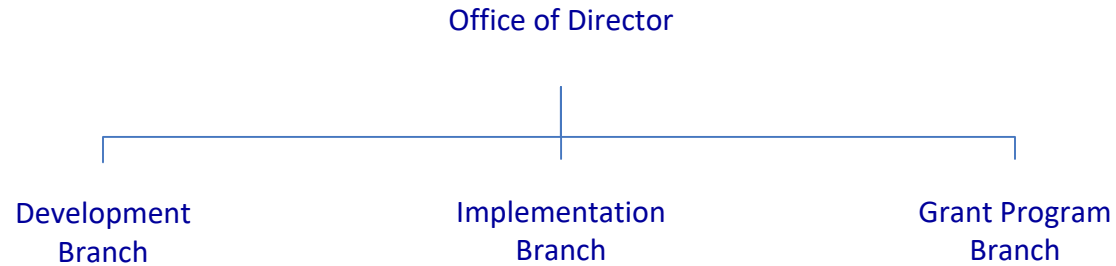
Project Management

Qualifications-Based Selection (QBS)

Request for Proposal (RFP)

Department of Highways

Division of Program Management





Program Management

DIRECTOR

RON RIGNEY

ASSISTANT DIRECTOR

LOCATION

TCOB, 6TH 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

Federal-Aid Funds

Federal-Aid Program

Federal Discretionary Funding

Federal Highway Administration

Geographic Information Systems

HB 655 Requests & Other Project Requests

Preconstruction Status Report

Project Authorization

Project Mapping

PR-1 Federal Funding Programming

Six-Year Highway Plan

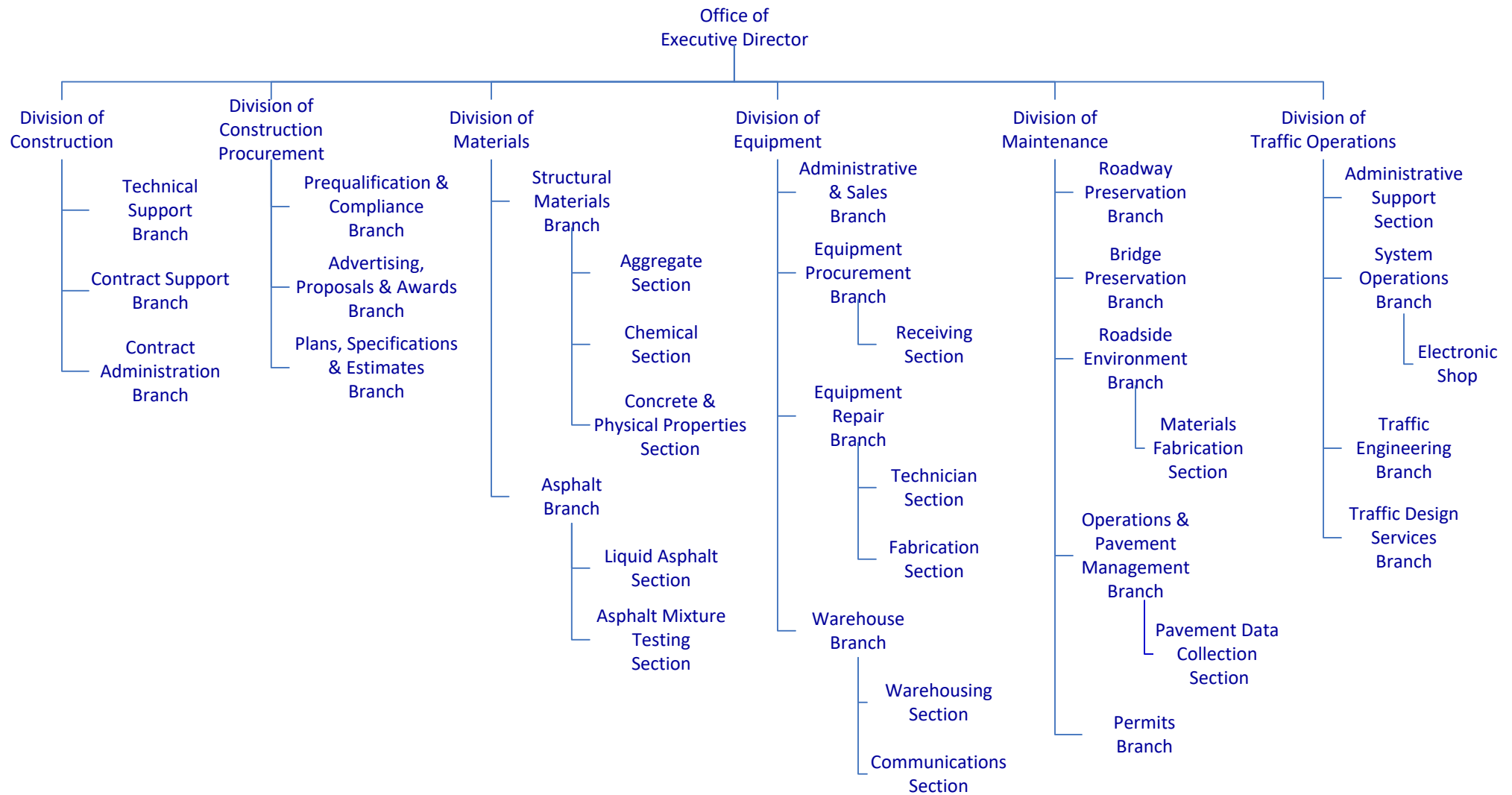
State Transportation Improvement Program

TC-10 State Funding Authorization Document
& Funding Request

Web Reporting

Department of Highways

Office of Project Delivery & Preservation



06-16-2008



Project Delivery & Preservation

EXECUTIVE DIRECTOR

JOHN MOORE

DEPUTY EXECUTIVE DIRECTOR

LOCATION

TCOB, 6TH FLOOR EAST

PHONE

502-564-3730

FAX

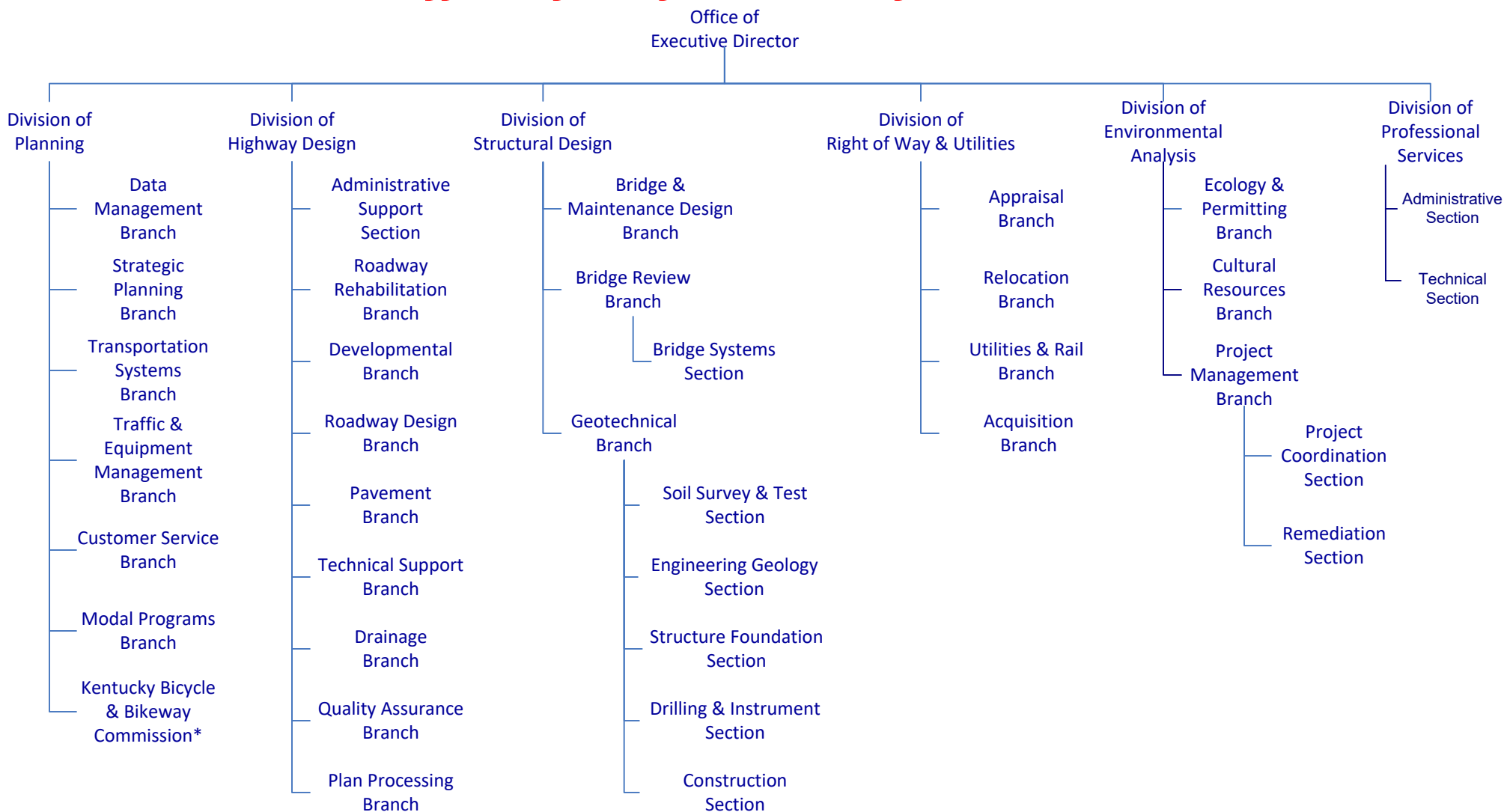
502-564-2277

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**

Department of Highways

Office of Project Development





Project Development

EXECUTIVE DIRECTOR

JASON SIWULA

DEPUTY EXECUTIVE DIRECTOR

LOCATION

TCOB, 6TH 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

NAITORE DJIGBENOU

DEPUTY EXECUTIVE DIRECTOR

ALLEN BLAIR

LOCATION

TCOB, 6TH 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

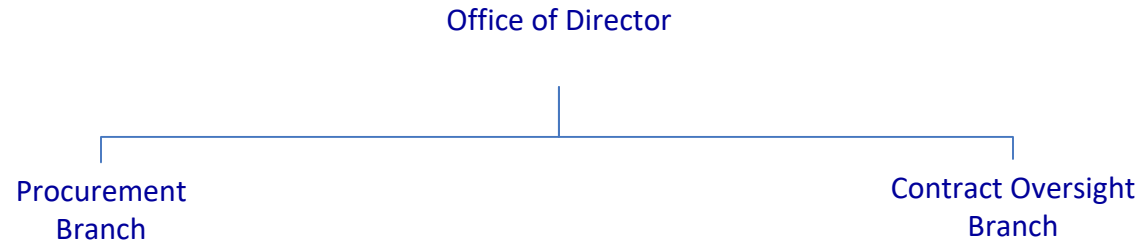
Promotional Events

Public Educational Materials

Public Relations

Office of Budget & Fiscal Management

Division of Purchases





Purchases

DIRECTOR

LAURA HAGAN

ASSISTANT DIRECTOR

JENNIFER HOUCHIN

LOCATIONTCOB, 4TH 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

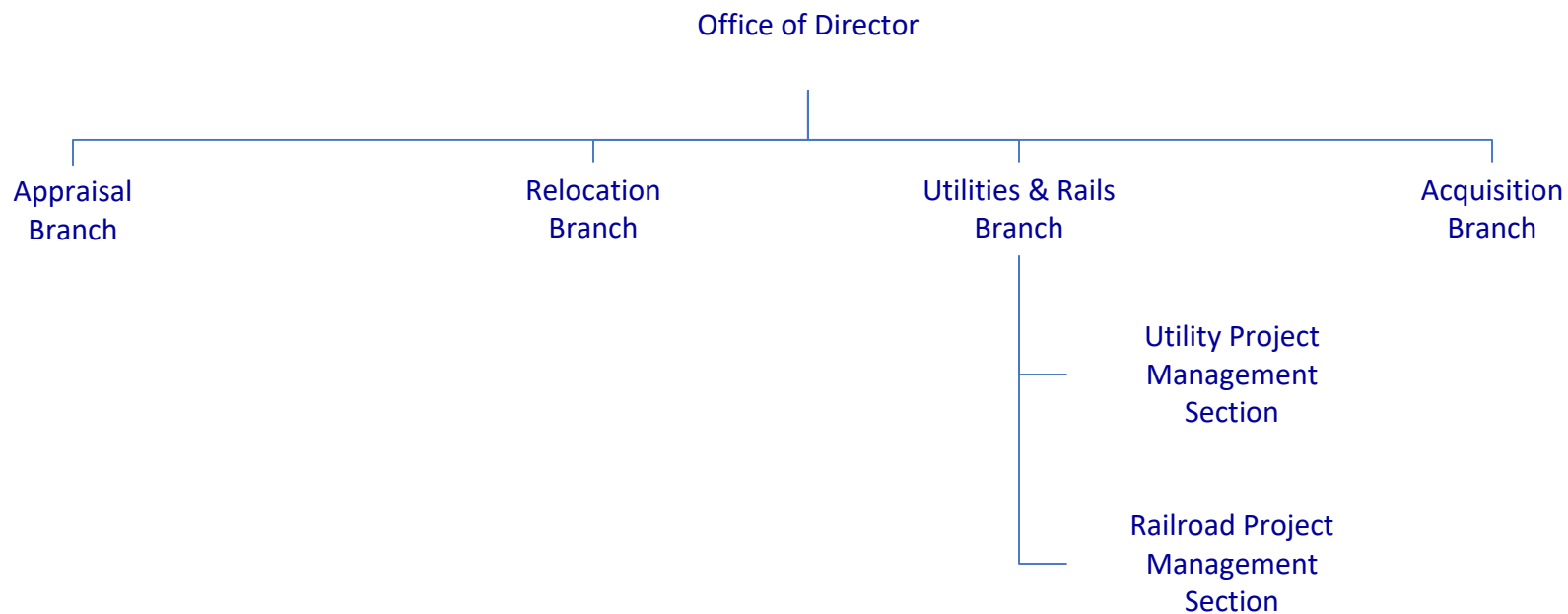
Purchases, Small

Personal Service Contracts

Vendor Applications

Office of Project Development

Division of Right of Way & Utilities



12-16-2024



Right of Way & Utilities

DIRECTOR

ASSISTANT DIRECTOR

LOCATION

PHONE

FAX

DEAN LOY

KELLY DIVINE, CHARLES HALE

TCOB, 4TH FLOOR

502-564-3210

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

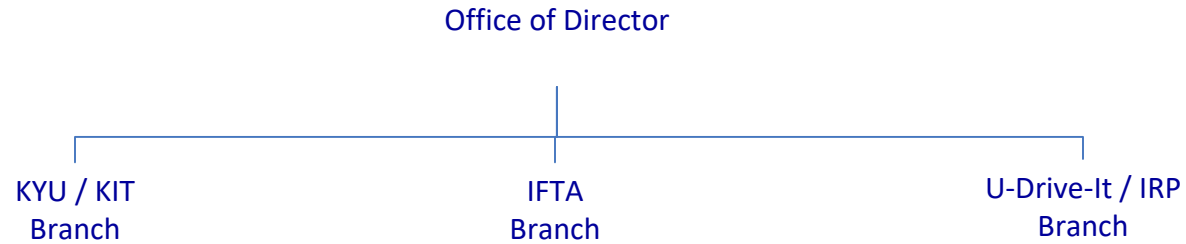
KEY WORDS

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





Road Fund Audits

DIRECTOR

ASSISTANT DIRECTOR

LOCATION

PHONE

FAX

TCOB, 4TH FLOOR EAST

502-564-6760

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

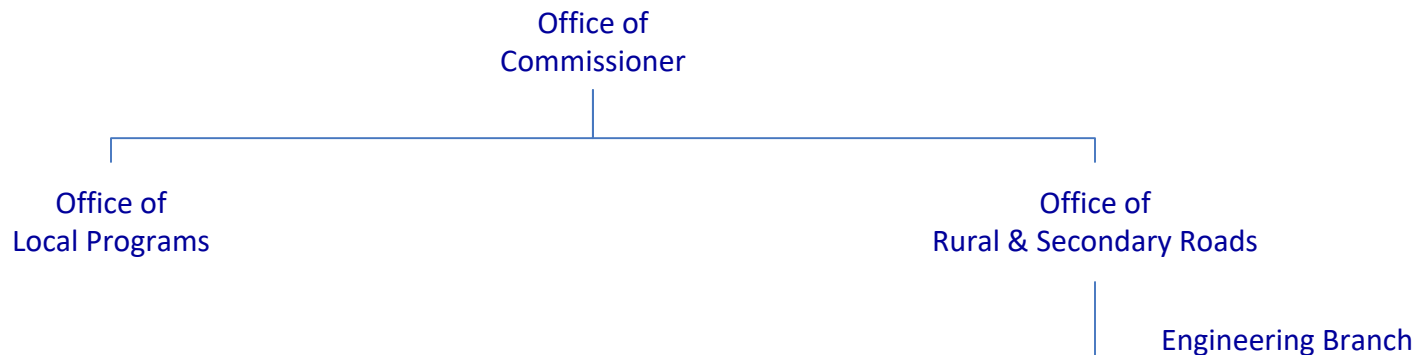
KIT Audits

KYU Audits

Lease/Rent Permit Holders Audits

Motor Carriers Audits

Department of Rural & Municipal Aid





Rural and Municipal Aid

COMMISSIONER

BOBBI JO LEWIS

DEPUTY COMMISSIONER

LOCATION

TCOB, 6TH FLOOR EAST

PHONE

502-564-2060

FAX

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

DEPUTY EXECUTIVE DIRECTOR

LOCATION

PHONE

FAX

TCOB, 6TH FLOOR EAST

502-564-2060

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

Secretary's Office of Safety





Secretary's Office of Safety

EXECUTIVE DIRECTOR

DEPUTY EXECUTIVE DIRECTOR

LOREN CARL

LOCATION

TCOB, 6TH FLOOR WEST

PHONE

502-564-4610

FAX

502-564-6683

SECRETARY'S OFFICE OF SAFETY

- ◆ 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

First-Aid Training
KOSHA Compliance
OSHA Reporting
Safety Drills

Safety, Employee
Safety Inspections, Jobsite & Building
Safety Training
Workers' Compensation



State Highway Engineer

STATE HIGHWAY ENGINEER

JAMES BALLINGER

DEPUTY STATE HIGHWAY ENGINEER

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

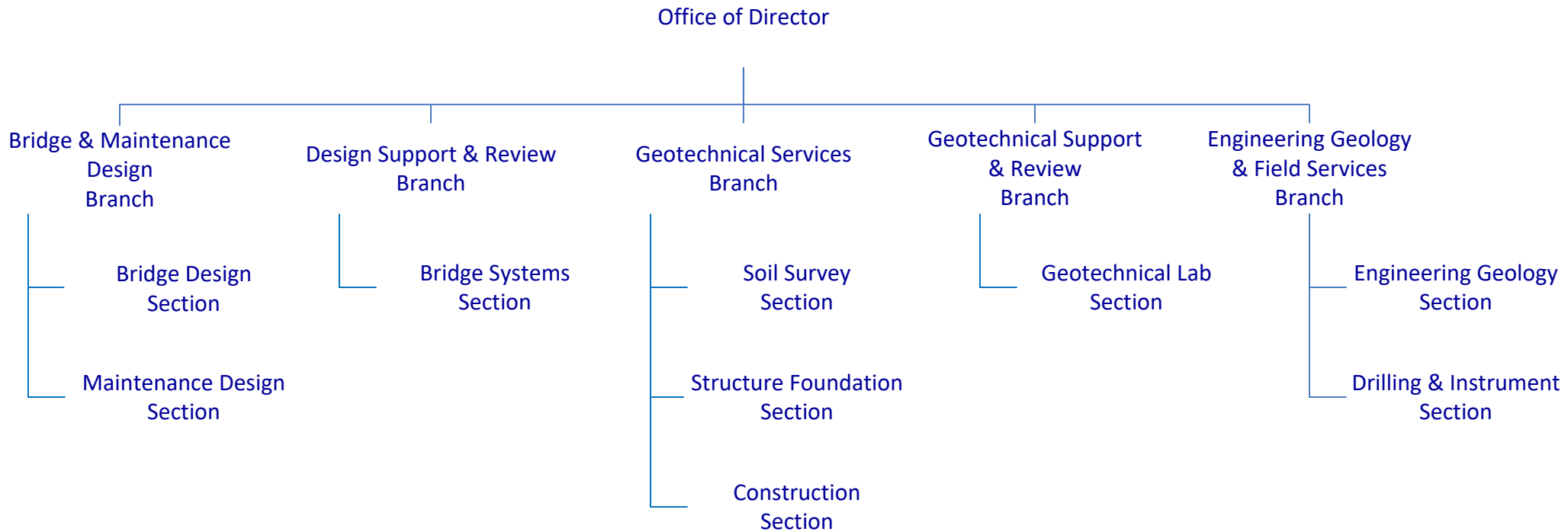
Program Development, Highway

Highway Program Management

Project Development Training

Office of Project Development

Division of Structural Design



11-16-2021



Structural Design

DIRECTOR

MICHAEL CARPENTER

ASSISTANT DIRECTOR

LOCATION

TCOB, 3RD 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

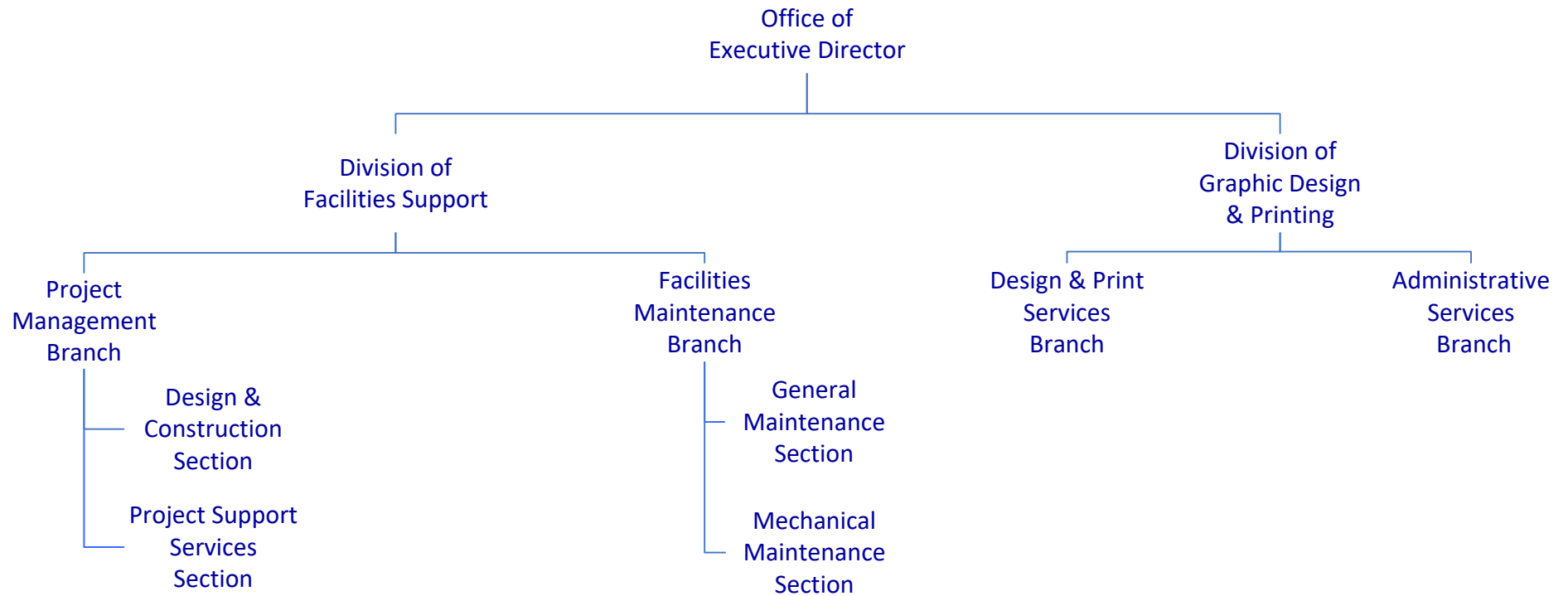
Bridge Widening

Geotechnical Drilling

Geotechnical Engineering

Geotechnical Testing

Office of Support Services





Support Services

EXECUTIVE DIRECTOR	PAT GRUGIN	
DEPUTY EXECUTIVE DIRECTOR	BRIAN CASSIM	
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:

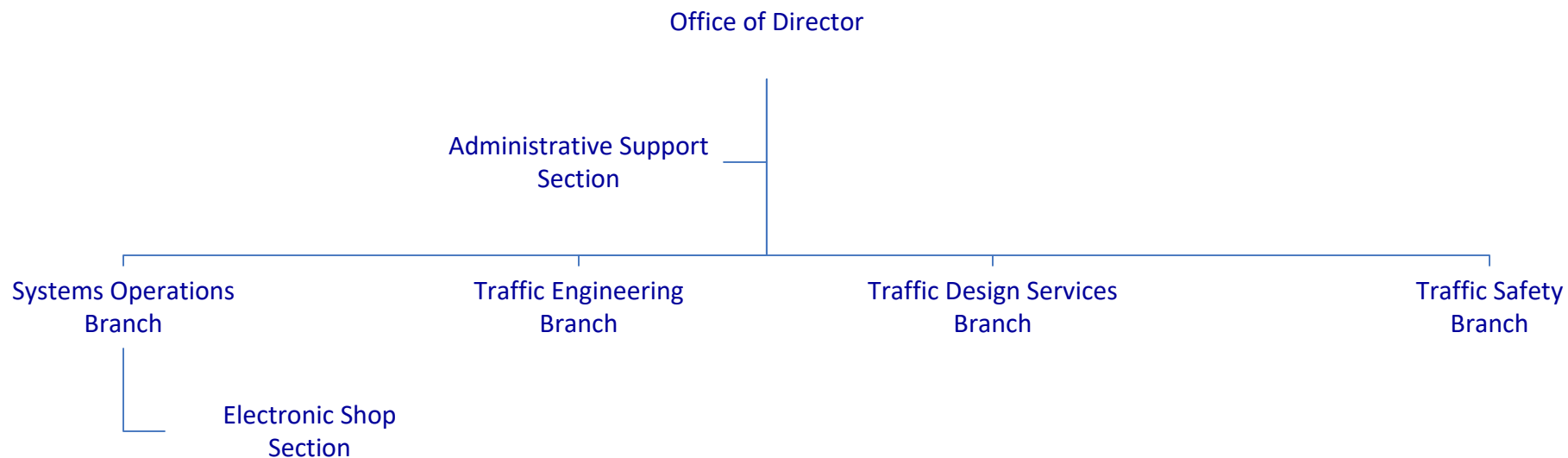
- ◆ Maintains the building security program (TCOB, 1st Floor)
- ◆ Oversees the administration of the Cabinet's capital construction projects (1219 Wilkinson Blvd)
- ◆ Manages Cabinet facilities statewide, including office supplies, equipment, and furniture (1219 Wilkinson Blvd)

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)

Office of Project Delivery & Preservation

Division of Traffic Operations



11-01-2022



Traffic Operations

DIRECTOR

TIM THARPE

ASSISTANT DIRECTOR

LOCATION

TCOB, 3RD 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

Highway Safety Improvement Program (HSIP)

Lights, Navigational

Lights, Roadway

Traffic Engineering

Traffic Flow

Traffic Signals

Traffic Signal Systems

Office of Transportation Delivery





Transportation Delivery

EXECUTIVE DIRECTOR

VICKIE BOURNE

DEPUTY EXECUTIVE DIRECTOR

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

Coordinated Transportation

FTA (Federal Transit Administration) Grants

Job Access/Reverse Commute

Human Services Transportation Delivery

New Freedom Initiative

Nonemergency Medical Transportation

Nonpublic School Bus Transportation

Public Transportation

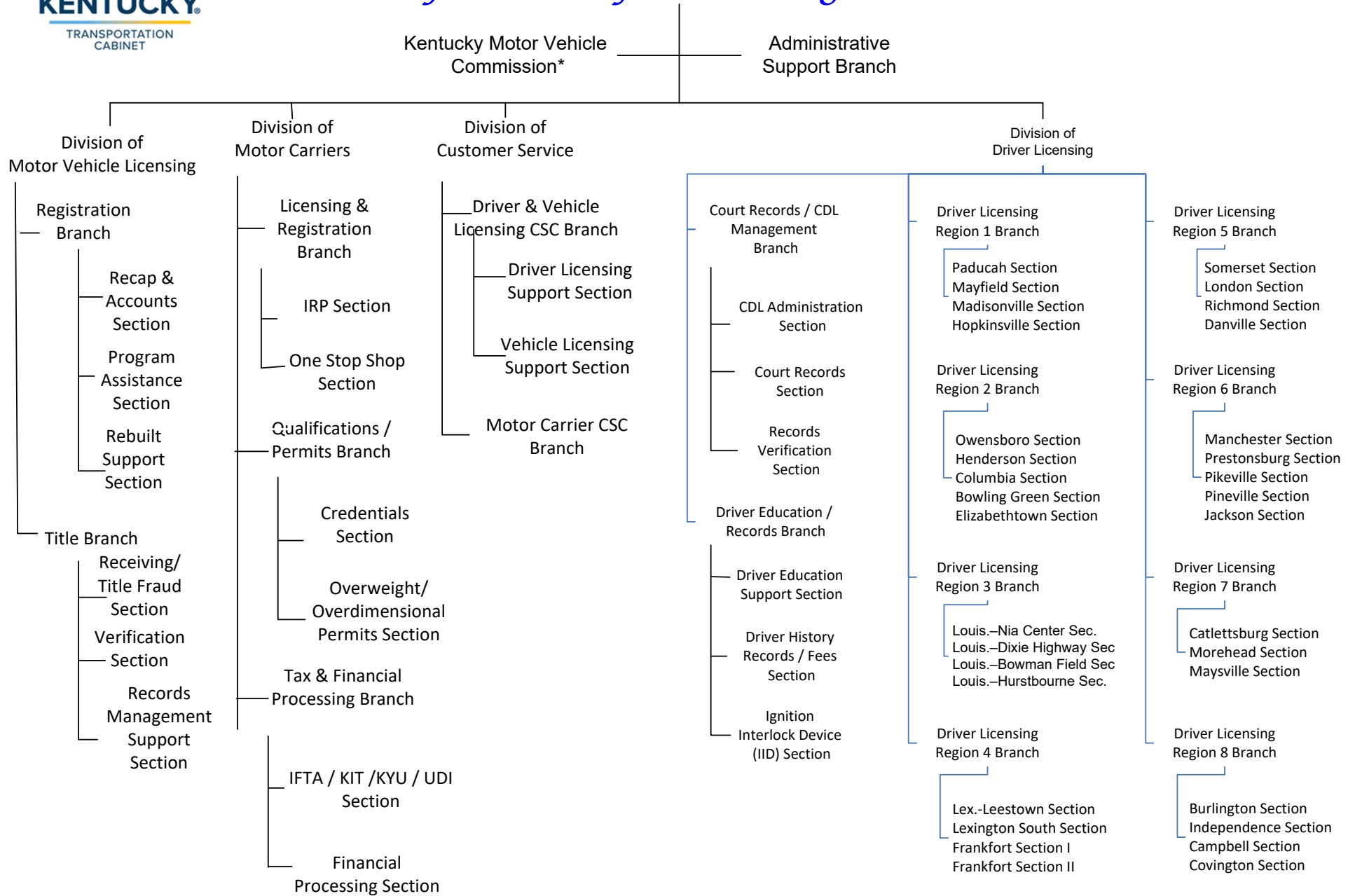
Transit Drug & Alcohol Program

United We Ride

Vocational Rehabilitation Program

(Department of Blind Transportation)

Department of Vehicle Regulation





Vehicle Regulation

COMMISSIONER	MATTHEW COLE
DEPUTY COMMISSIONER	
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 four 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.

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	564-4444
(MAYO-UNDERWOOD BUILDING)	
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

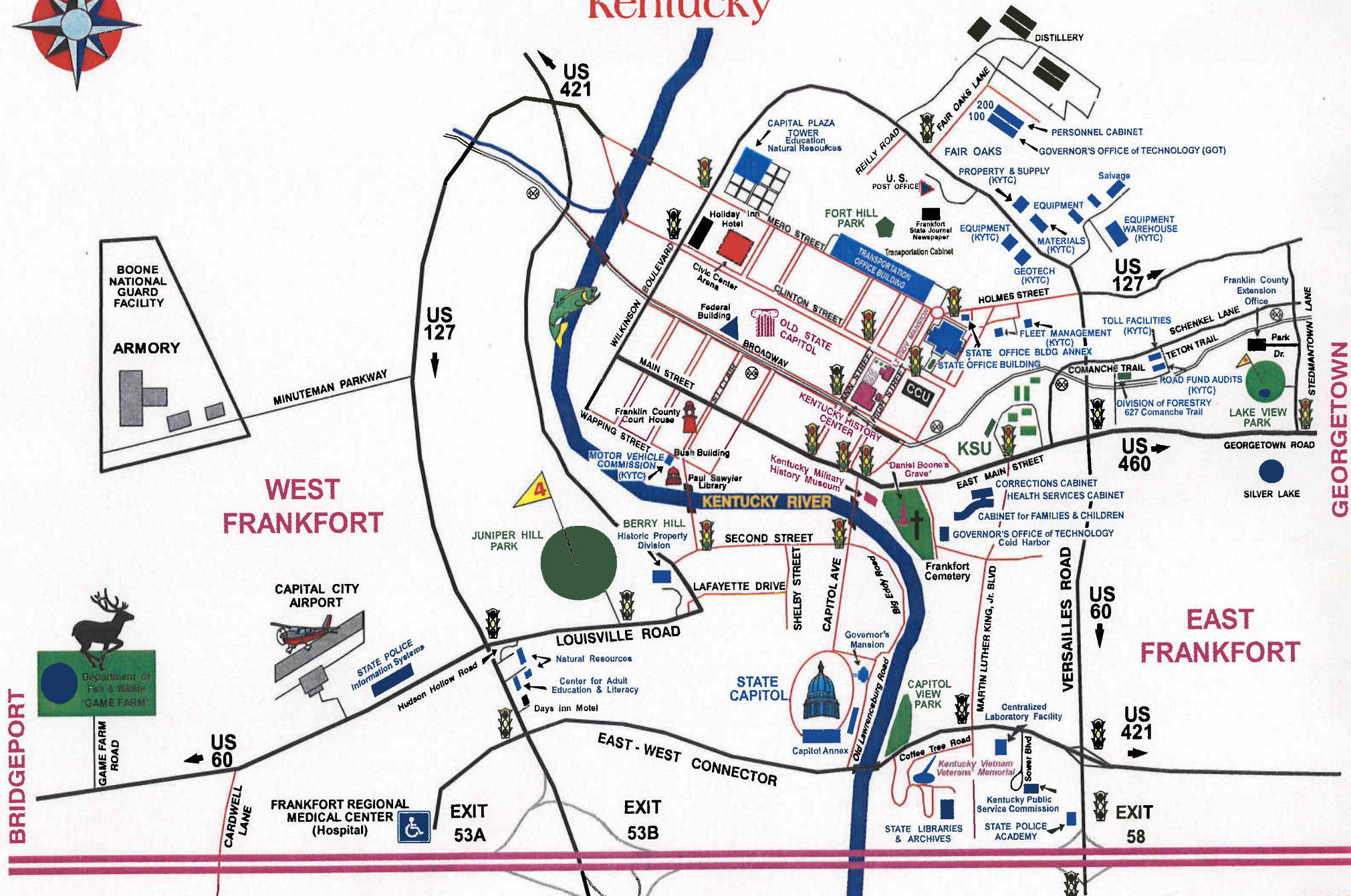
Darrel B. Pigott, Jr.
1/15/2004



LOUISVILLE



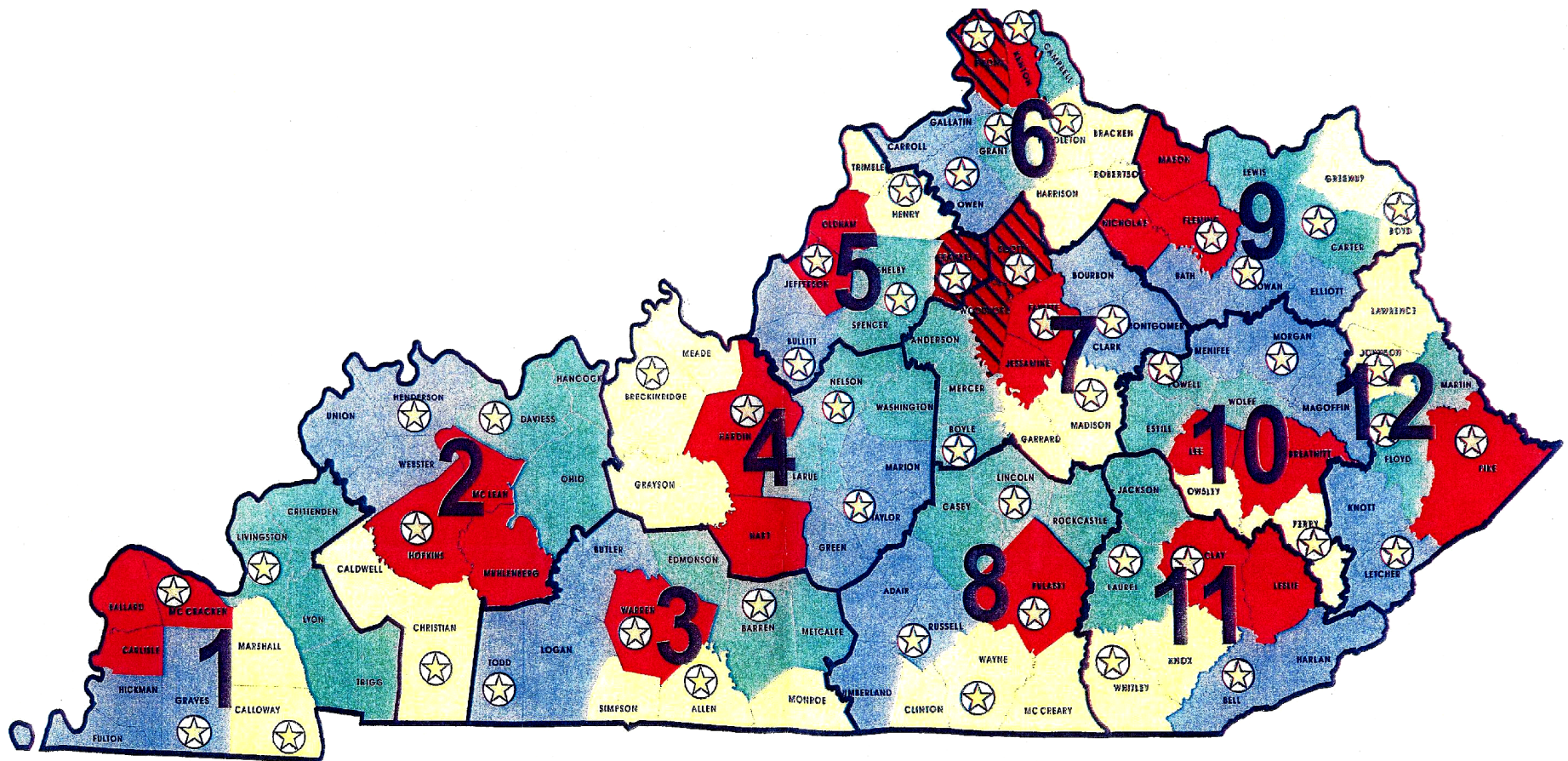
LEXINGTON



- | | | |
|-----------------|--------------|----------------|
| 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—1982)

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
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

TRANSPORTATION CABINET OFFICIALS

1912—PRESENT

TRANSPORTATION CABINET SECRETARIES OF TRANSPORTATION (1982—PRESENT)

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—December 2019
Jim Gray.....	December 2019—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	n/a	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	502-782-4708	n/a	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	800 Newtown Court 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	4
Equipment	502-564-3916	502-564-3198	1234 Wilkinson Blvd
Facilities Support	502-564-3274	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	4
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	n/a	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	n/a	1
Maintenance	502-564-4556	502-564-3532	3
Materials	502-564-3160	502-564-7034	1227 Wilkinson Blvd
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	4
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	4
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
Secretary's Office of Safety	502-564-4610	n/a	6
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