RULIS Expert Panel

Day 3 – 11:10am-12:00pm

12/14/2023

Presenter: Donna Crowder

Donna Crowder is a Utility Coordinator with the Tyler District. After spending 20 years in the Automotive Industry working in all aspects of the Dealership, Donna joined TxDOT in November 2018. She was hired as an Office Manager for TxDOT and since that time, she has been a District Permit Coordinator and is now beginning to work on Utility Coordination.

In her spare time, Donna enjoys spending time with her three granddaughters and family.

Presenter: Kelsey Peduzzi

Kelsey Peduzzi is a Management Analyst within the Information, Operations, & Continuous Improvement Section in the Right of Way Division. Before joining TxDOT in December 2018, Kelsey worked as a Librarian at academic and public libraries, researching and instructing on information and records management best practices.

In her time at TxDOT, she has focused primarily on changing business processes by implementing technological solutions and has been a champion for RULIS, as well as other applications specifically related to Right of Way & Utilities functionality.

Presenter: Justin Braudrick

Justin Braudrick is a Utility Portfolio Coordinator for the Utility Portfolio Section in the Right of Way Division. He graduated from Southeastern Oklahoma State University and has been with TxDOT since 2015, where he started as a Signal Technician in the Dallas District before transitioning into a role as a Utility Permit Coordinator. As a Utility Permit Coordinator for the Dallas District, Justin processed utility permits and the small cell program in the UIR, He was also involved in a workgroup developed to improve the utility accommodation process. When RULIS went live, Justin joined the Right of Way Division and now serves as a subject matter expert for the application, where he's working to improve the system and business processes for both internal and external users.

Presenter: April Dow

April Dow is a Utility Portfolio Coordinator for the Utility Portfolio Section in the Right of Way Division. Before joining TxDOT, April was a Project Information Manager with an engineering and construction firm where she worked on a variety of infrastructure projects. April began her career at TxDOT in January 2018. She piloted the Wireless Siting Program (small cell, 5G) while working in the Houston District permit office. April assisted with driveway and over-size/over-weight permits but preferred utility permitting. April joined the Right of Way Utility Portfolio Section in September 2023 where her primary focus is RULIS.

Support & Training

RULIS Training Resources

Discover Texas | Data and maps | Do business | Explore projects | Stay safe | About

Home / Business / Right of way / Right of Way Utility and Leasing Information System

RULIS training for external partners

Right of Way Utility and Leasing Information System

- RULIS training for external partners
- RULIS Frequently Asked Questions

TxDOT provides training and training materials to support consultants who access the Right of Way Utility and Leasing Information System (RULIS). With each release, RULIS offers opportunities for consultants to attend virtual training sessions to prepare for the new functionality. Training materials are always available and include job aids and interactive training modules.

RULIS training offerings

Class name	Date	Times	MS Teams meeting link
RULIS: Create & Submit Utility Permits (External)	01/23/24	1 p.m. - 4 p.m.	Link
RULIS: Create & Submit Utility Permits (External)	01/25/24	1 p.m. - 4 p.m.	Link

Utility Week

Utility Week 2023 is scheduled for December 12-14. This is an opportunity to foster relationships and enhance collaboration between TxDOT and its utility industry partners.

Registration is now live. Registration will end on November 17, 2023.

This year's theme, **The POWER OF YOU - Delivering Right-of-Way Solutions to Texas**, celebrates TxDOT's Utility Coordinators and the immense effort required by those individuals working throughout the state. Additionally, the theme speaks to all the work the industry as a whole has put towards providing and Delivering Right-of-Way Solutions to Texas.

Agenda highlights

- December 12 – Utility Coordinator's Meeting (TxDOT only)
- December 13-14 – Utility Week Conference - Open to Utility Partners

TxDOT District utility contacts

- UPS Statewide Utility Contact List

Job aids

- RULIS Utilities login and registration external users job aid
- RULIS Create a utility permit application job aid
- RULIS Password reset guide for external users job aid
- RULIS Status definitions job aid
- RULIS Deleting or withdrawing a utility permit application

Interactive training modules

- RULIS: Create & Submit Utility Permits

Training and demo videos

- Introduction to RULIS
- RULIS basic navigation - utility permits
- RULIS - create and submit utility permits

2. Define the Project Boundary

Use the map functionality to draw the project boundary as described below.

Use the **Search** button to type a route number, name, or control section.

Use the **Globe** button to type the longitude and latitude.

Use the **Zoom** buttons and slider to adjust the zoom manually.

Use the **Layer** tool to adjust what features appear on the map.

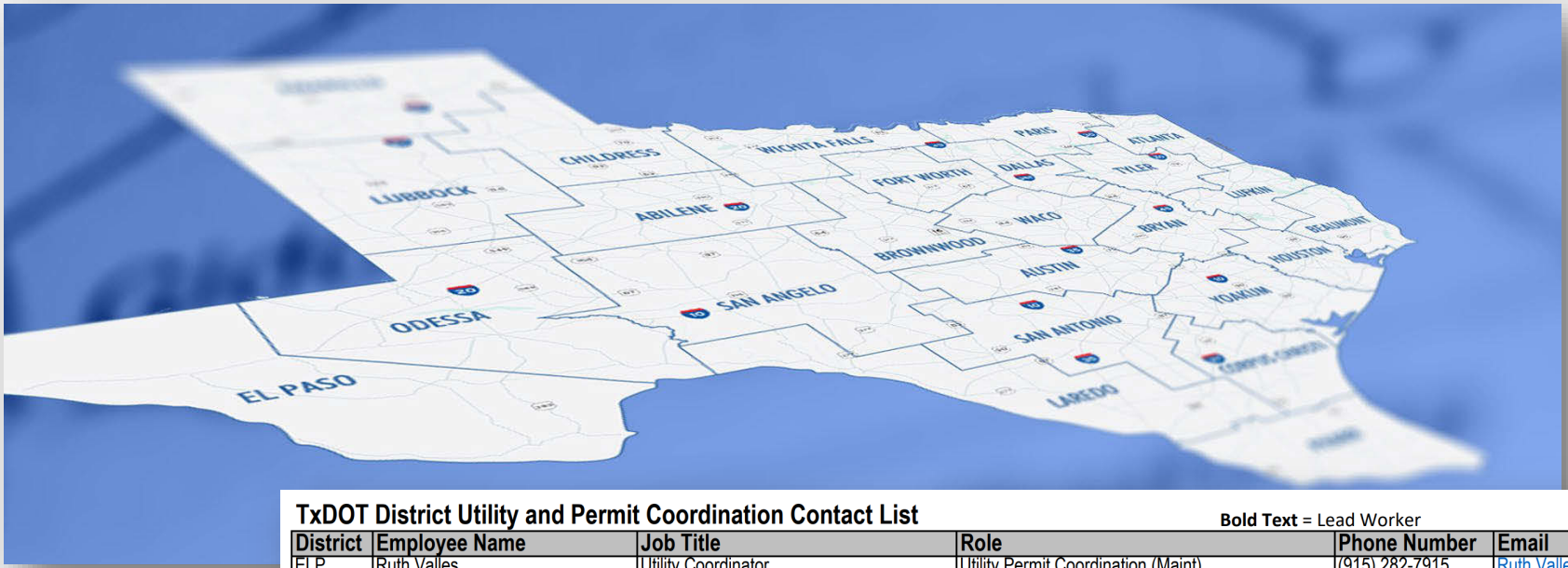
Use the **Draw Polygon** tool to draw the boundaries of the work area.

Click on the last point to close and complete the polygon.

Use the **Modify Geometry** tool to make changes to location you have already drawn.

Click on the image above to access the RULIS Create a Utility Permit Application Job Aid

Help from District Permit Coordinators



TxDOT District Utility and Permit Coordination Contact List

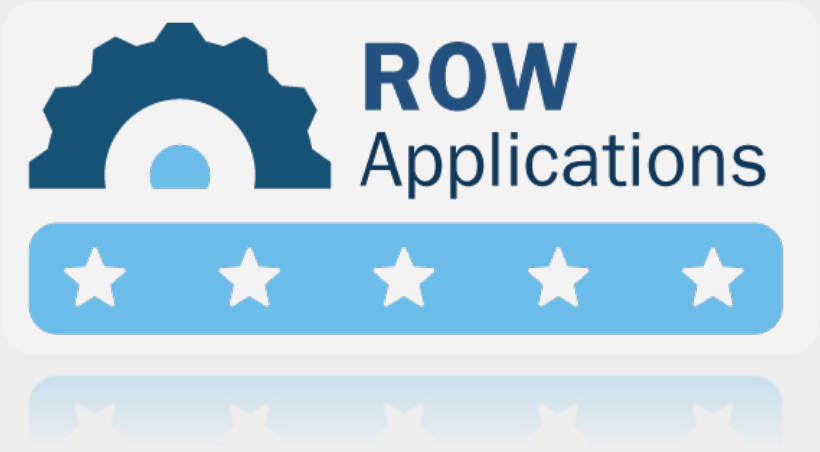
Bold Text = Lead Worker

11/20/2023

District	Employee Name	Job Title	Role	Phone Number	Email
ELP	Ruth Valles	Utility Coordinator	Utility Permit Coordination (Maint)	(915) 282-7915	Ruth.Valles@txdot.gov
ELP	Monica A. Ruiz, P.E.	Transportation Engineer Supervisor	District Construction Office Engineer	(915) 790-4320	Monica.Ruiz@txdot.gov
ELP	Alfonso Molina	Utility Coordinator	Utility Coordination (Const)	(915) 790-4371	Alfonso.Molina@txdot.gov
ELP	Sheetal Patel, P.E.	Transportation Engineer Supervisor	Advance Project Development (APD) Engineer	(915) 790-4436	Sheetal.Patel@txdot.gov
ELP	Omar Madrid, P.E.	Director of Maintenance	Director of Maintenance	(915) 790-4331	Omar.Madrid@txdot.gov
ELP	L. Raul Ortega, Jr., P.E.	Dir of Trans Plan & Development	Dir of Trans Plan & Development	(915) 790-4411	Raul.Ortega@txdot.gov
ELP	Jesus E. Valtier	Deputy District Engineer	Deputy District Engineer	(915) 790-4240	Eddie.Valtier@txdot.gov
ELP	Tomas Trevino, P.E.	District Engineer	District Engineer	(915) 790-4203	Tomas.Trevino@txdot.gov

Click on the image above to access the TxDOT District Utility & Permit Coordination Contact List

Help from ROW Applications Helpdesk



ROW_Applications_Helpdesk@txdot.gov

RULIS Utility Permitting

Utility Permit Application Numbers & Workflow

Design Workflow

- 00002/20231201/08559/12345

Utility Permit Workflow

- 00002/20231201/08559/12345/UP

Amendment Workflow

- 00002/20231201/08559/12345/UP/A

Inspection Workflow

- 00002/20231201/08559/12345/UP/I

RULIS Acronyms and Status Definitions

DPC: District Permit Coordinator

OB: OnBase

ROW: Right of Way

SME: Subject Matter Expert

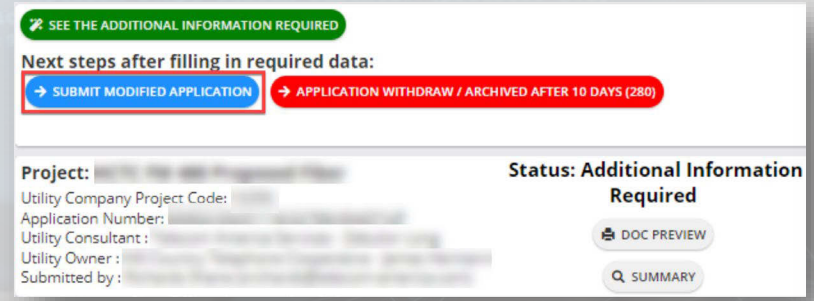
RULIS Status Definitions

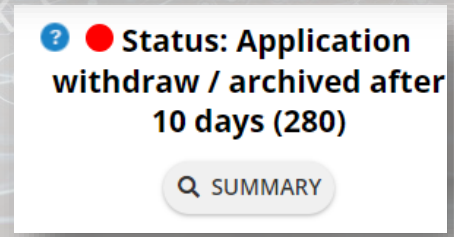
A RULIS Job Aid

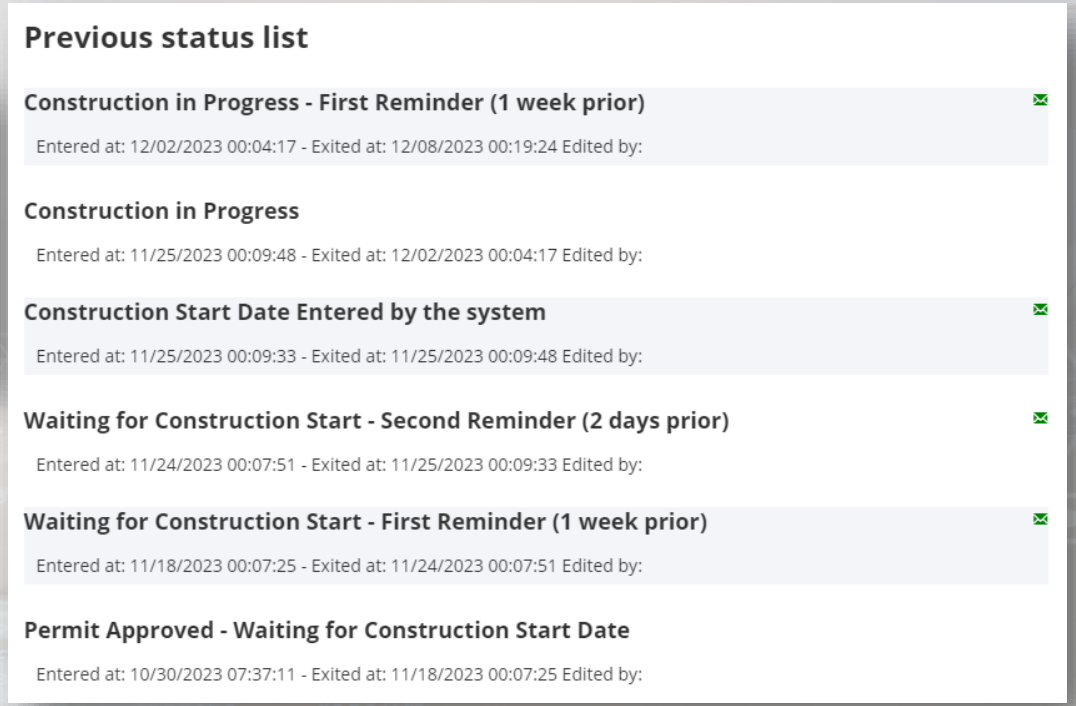
Status	Color	Definition
Creating Work Area		Initial status when Utility has started a new permit. *Design only.*
Entering Design		Utility is working on drawing the design in work area and entering utility attributes. *Design only.*
Data entry and request form submission		Utility is working on answering Utility Permit Application questionnaire.
Utility Owner Acknowledgment		Permit that was created by Utility Consultant is routed to Utility Owner for acknowledgment.
Mobilizing		The Inspector has noted that the Utility is on the job site preparing to begin work. *Inspection only.*
Installation in Progress		The Inspector has noted that the Utility's work is in progress. *Inspection only.*
Substantially Complete		The Inspector has noted that the Utility's work is mostly completed. *Inspection only.*
Installation Complete - Final Inspection		The Inspector is completing their final inspection. *Inspection only.*
Inspection closed		The Inspection has been completed. *Inspection only.*

Click the image above to access the RULIS Status Definitions Job Aid

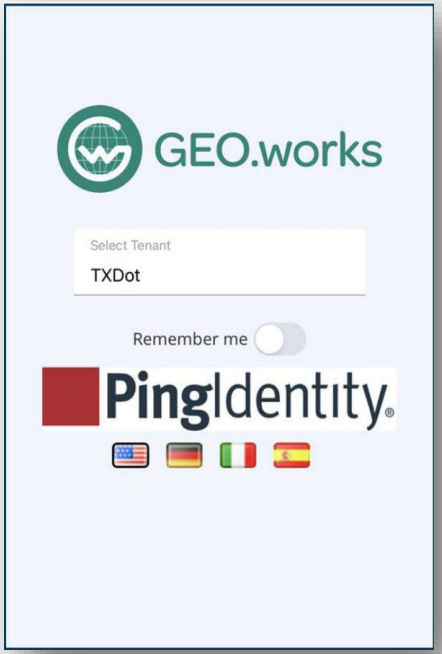
Automated Features in RULIS

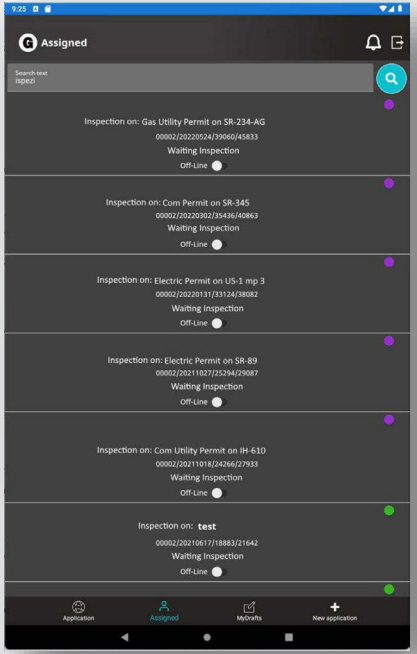


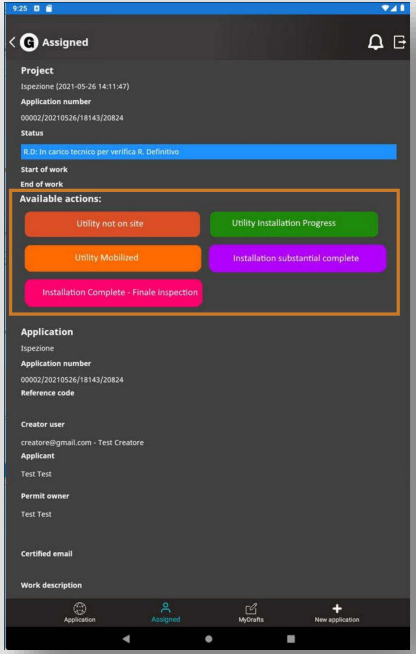


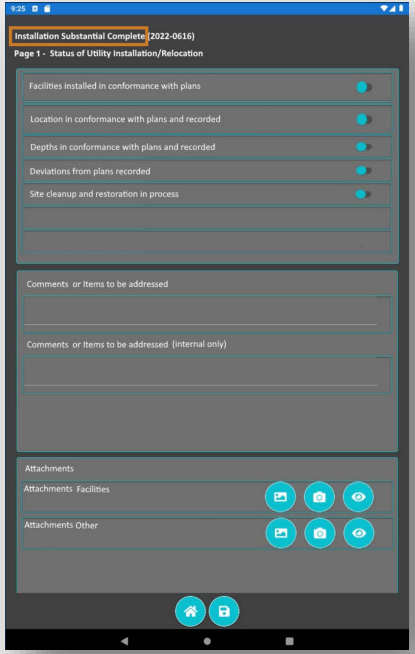


RULIS Utility Permitting Inspection Mobile Application







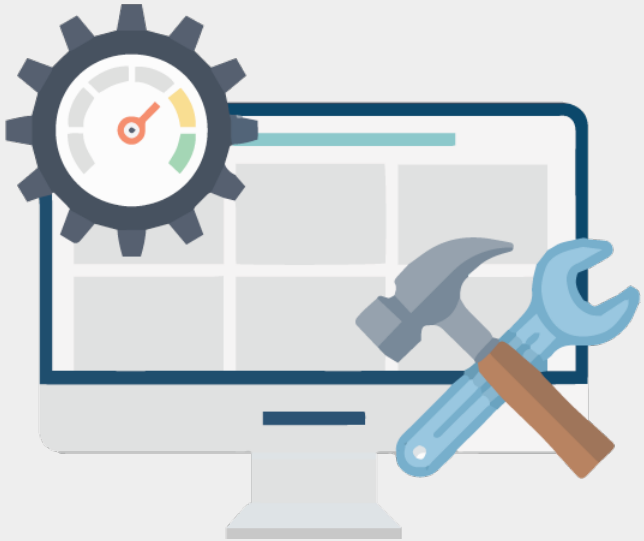


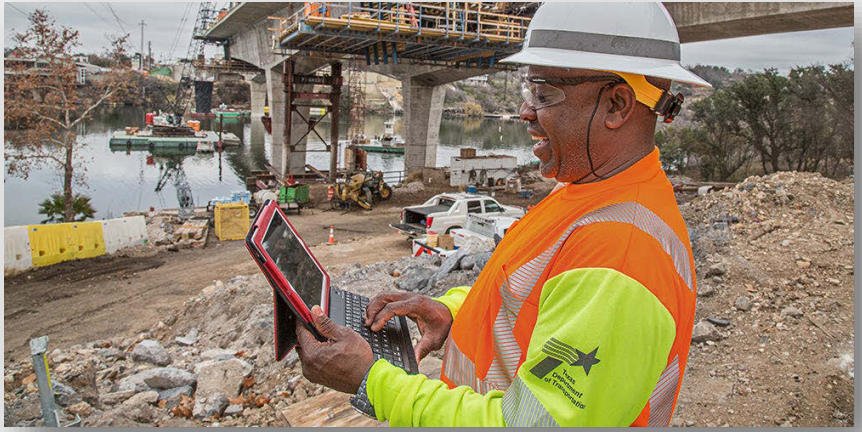
Looking Ahead – The Future of RULIS

RULIS & TxDOT Systems

RULIS Utility Permitting Enhancements

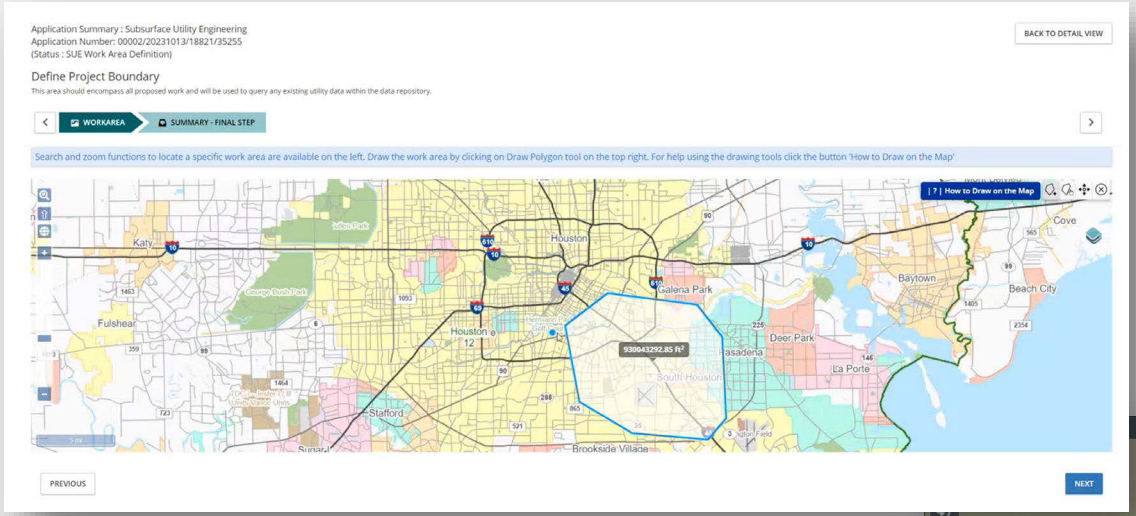
RULIS is an agile project that focuses on incorporating customer feedback with every iteration.





If what you're doing today doesn't work as well as you think it could, let us know how we could improve RULIS by submitting an enhancement request to ROW_Applications_Helpdesk@txdot.gov!

Subsurface Utility Engineering

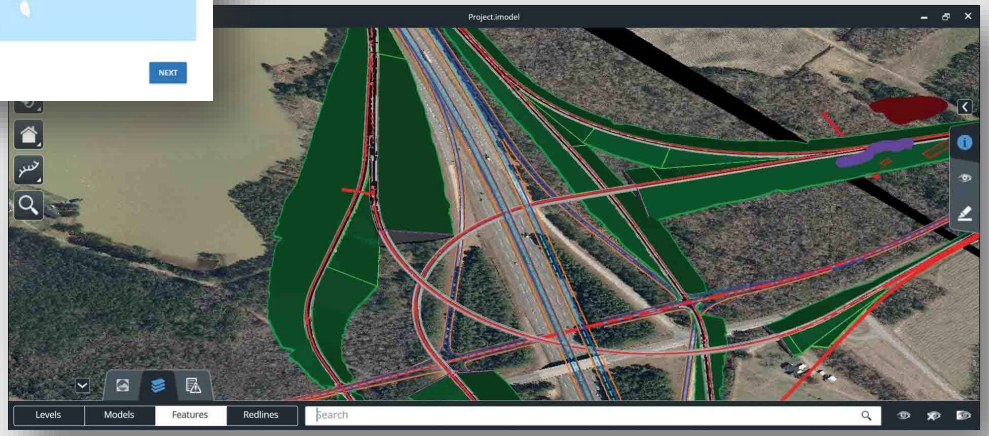


Project: Subsurface Utility Engineering (12/06/2023 11:11:24 am)

Application Number: 00002/20231206/23384/45559
Utility Consultant : 1561 - test test
Utility Owner : 1561 - test test
Submitted by : Consultant Utility (utility.consultant@mail.com_disabled)
Utility Company Project Code: A00018284

Status: SUE Data TxDOT Review

SUMMARY



ULDR: Utility Location Data Repository Module

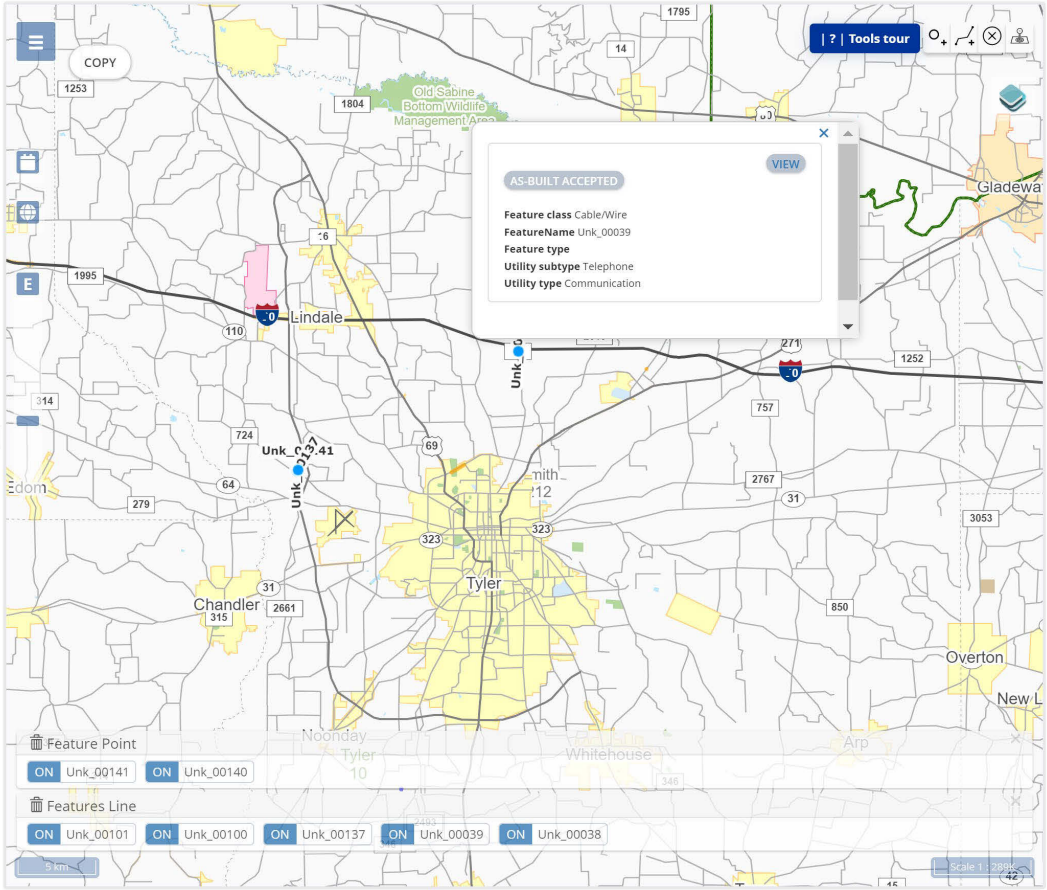
Debug info: ☐ Legend

Project: ULDR PLACEHOLDER PERMIT, DO NOT DELETE
Application Number: 00002/20191008/05210/06409
Utility Consultant : ---
Utility Owner : ---
Submitted by : ()

Status: Starting status - Creating Work Area

SUMMARY

- ULDR PLACEHOLDER PERMIT, DO NOT DELETE []
  - Application Summary : Electric
    - Project Boundary (-100.363752479716, 31.3664004139233)
      - ULDR
        - Layers [Central Repository](Primary)



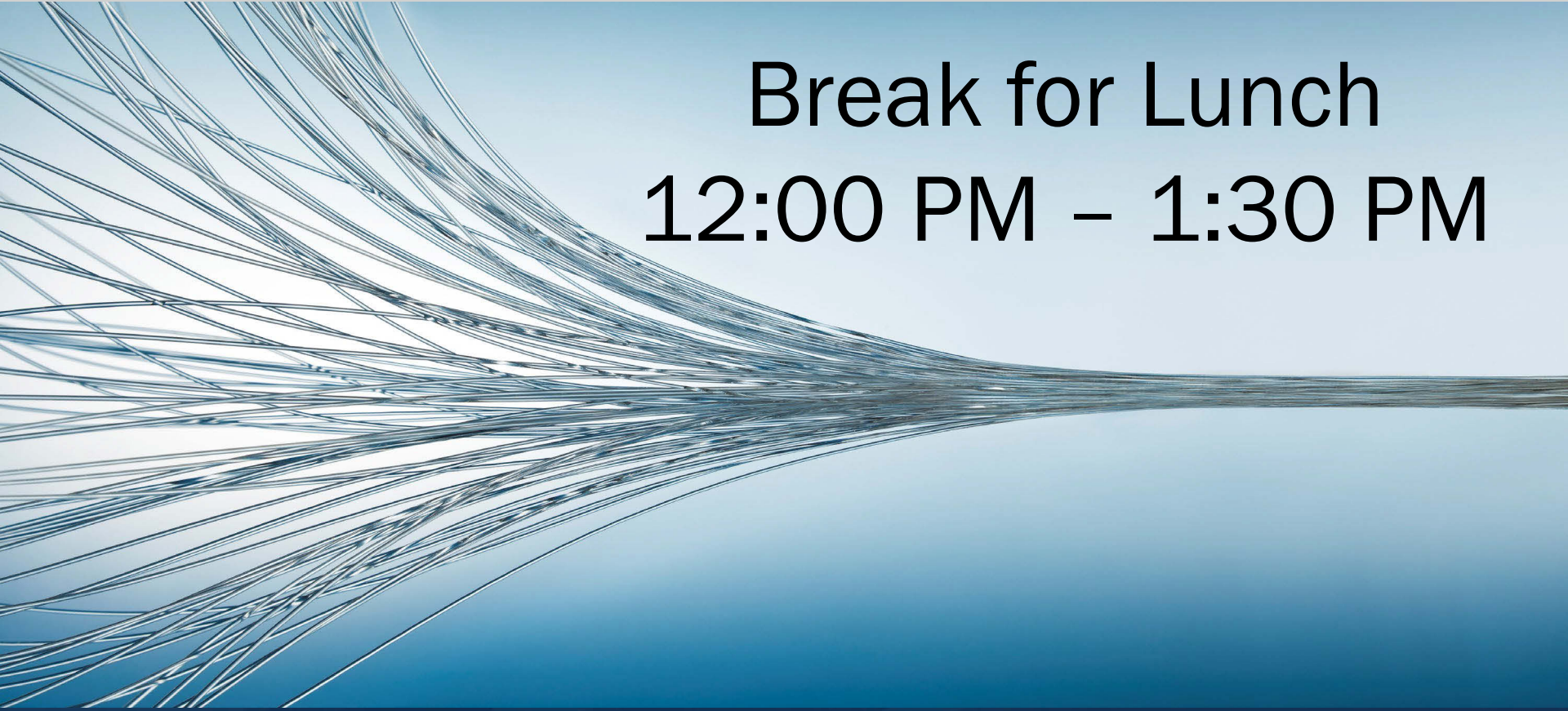
Q
A

Contact us if you have any RULIS questions, we're here to help!

ROW_Applications_Helpdesk@txdot.gov

Questions

Thank You!


Break for Lunch
12:00 PM – 1:30 PM