

DD-202 PLAN DISTRIBUTION SCHEDULE

January 1, 2024

DIVISION/AGENCY	ELECTRONIC SUBMITTAL	LABEL	DESIGN REP.		CONTRACT PLAN DEVELOPMENT PROJECTS (Note 1)												
			FIELD REV.	OFFICE REV.	RW-1	PREL. FIELD REV.	RW-1 & RW-2 Comb.	SPAN ARR.	SLOPE REV.	COMB. TS&L	RW-2	FINAL FIELD REV.	RW-3	REV. RW-3 (Note 2)	FINAL OFFICE REV.	FINAL DET. BRIDGE PLANS	Half-Size PS&E Plans
FHWA (concurrence & nonexempt projects)	<a href="#">FHWA Area Engineers</a>	FHWA-Area	C,X	C,X	R	C,X	R	C	C,X	C	R	C,X			C,X,S,W	C,S,W	C,X,S,W
Area Engineers																	
ROW Section	<a href="mailto:Jeffrey.Robinette@dot.gov">Jeffrey.Robinette@dot.gov</a>	FHWA-R/W	N	N		N						N			N		
Division Bridge Engineer	<a href="mailto:Bert.Buchanan@dot.gov">Bert.Buchanan@dot.gov</a>	FHWA-Br.						C		C						C,S,W	C,S,W
<b>Engineering Division</b>	<a href="mailto:Raymond.J.Scites@wv.gov">Raymond.J.Scites@wv.gov</a>																
Engineering Division	<a href="mailto:David.P.Bodnar@wv.gov">David.P.Bodnar@wv.gov</a>	DD	C,X	C,X		C,X		C	N	N		N			N	N	
Roadway	<a href="mailto:Feras.Tolaymat@wv.gov">Feras.Tolaymat@wv.gov</a>	DDR/DDI(Road)	C,X	C,X	R	C,X	R	C	C,X	C	R	C,X	R	R	C,X,S,W	C,S,W	C,X,S,W
PS&E	<a href="mailto:Michael.Carter@wv.gov">Michael.Carter@wv.gov</a>	DDR (PS&E)															C, X, S, W
Bridge Review	<a href="mailto:Robert.L.Douglas@wv.gov">Robert.L.Douglas@wv.gov</a>	DDI						C		C		C, X			C,X,S,W	C,S,W	C, X, S, W
Bridge (If applicable)	<a href="mailto:Tim.A.Hermansdorfer@wv.gov">Tim.A.Hermansdorfer@wv.gov</a>	DDI(Br.)	C	C		C		C		C		C			C,S,W	C,S,W	C,S,W
Right-of-Way (Note 4)	<a href="mailto:Katrena.J.Parsons@wv.gov">Katrena.J.Parsons@wv.gov</a>	DDR(R/W)			R	N	R				R	N	R,A	R	N		
Consultant Services	<a href="mailto:Erika.J.Carroll@wv.gov">Erika.J.Carroll@wv.gov</a>	DDC	C, N	C, N													
Initial Design	<a href="mailto:Mark.J.White@wv.gov">Mark.J.White@wv.gov</a>	DDD	C, N	C, N												C	
<b>Traffic Engineering Division</b>																	
Design	<a href="mailto:Ted.J.Whitmore@wv.gov">Ted.J.Whitmore@wv.gov</a>	OS-Design	C	C		C				C		C			C		C
Operations		OS-Operations	C			C						C					
<b>Technical Support Division</b>																	
Geotechnical	<a href="mailto:Mark.A.Nettleton@wv.gov">Mark.A.Nettleton@wv.gov</a>	DSG	C,X	C,X		C,X		C	C,X	C		C,X			C,X	C	
Environmental	<a href="mailto:Ben.L.Hark@wv.gov">Ben.L.Hark@wv.gov</a>	DSE	C	C		C,X		C		C		C,X			C,X	C	C
Permitting	<a href="mailto:Jessica.J.Boggs@wv.gov">Jessica.J.Boggs@wv.gov</a>	DSE	C	C		C		C		C		C			C	C	
Publications Section	<a href="mailto:Steve.D.Boggs@wv.gov">Steve.D.Boggs@wv.gov</a>	DSP													C, N, S	C, N, S	C
<b>Right-of-Way Division</b>																	
Division Director	<a href="mailto:Chad.J.Toney@wv.gov">Chad.J.Toney@wv.gov</a>	DR	N	N	N	N	N				N	N	N	N	N		
Estimator		DR-Est.	C	C		C						C,X			C		
Utilities	<a href="mailto:Sarah.L.Runyon@wv.gov">Sarah.L.Runyon@wv.gov</a>	DR(Util.)	C	C		C				C		C			C		
Contract Administration Division	<a href="mailto:Shawn.A.Smith@wv.gov">Shawn.A.Smith@wv.gov</a>	FC				C,X		C		C		C,X			C,X,S,W	C,S,W	C,X,S,W
Materials Control, Soils, Testing Div.	<a href="mailto:Ron.L.Stanevich@wv.gov">Ron.L.Stanevich@wv.gov</a>	FM													C,S	C,S	
Programming Division	<a href="mailto:Kenneth.T.Given@wv.gov">Kenneth.T.Given@wv.gov</a>	PP	C	C		C						C					C, E
Planning Division	<a href="mailto:Elwood.C.Penn@wv.gov">Elwood.C.Penn@wv.gov</a>	PR	C	C		C						C					
Chief Engineer Construction	<a href="mailto:Stephen.T.Rumbaugh@wv.gov">Stephen.T.Rumbaugh@wv.gov</a>	HF	C, N	C, N		N						N			N		N
Chief Engineer Development	<a href="mailto:Jason.C.Foster@wv.gov">Jason.C.Foster@wv.gov</a>	HD	C, N	C, N		N						N			N		N
Chief Engineer Operations	<a href="mailto:Joseph.M.Pack@wv.gov">Joseph.M.Pack@wv.gov</a>	HO	N	N		N			N			N			N		
Operations Division	<a href="mailto:Stephen.G.Johnson@wv.gov">Stephen.G.Johnson@wv.gov</a>	OM				N						N			N		
<b>District</b>																	
District Engineer/Manager	<a href="#">Division of Highways Districts</a>	D#-E/M	C,X	C,X		C		C		C		C			C,S,W	C,S,W	
District Development Engineer		D#-Devel	C,X	C,X		C		C		C		C					
Dist. Right-of-Way Agent		D#-R/W	C	C		C						C			C		
Dist. Bridge Eng.(If appl.)		D#-Bridge	C	C		N		C		C		N			N	C,S,W	
Dist. Const. Engineer		D#-Const.				C,X		C		C		C,X			C,X,S	C,S	
Dist. Util. Supervisor		D#-Util.				C						C			C		
DEP-Office of Water Resources	<a href="#">DEP Water Resources Map</a>	DEP-OWR	C	C		C,X						C,X					
DNR Wildlife Resources	<a href="#">DNR Wildlife Resources Map</a>	DNR-WR	2C	2C		2C,2X						2C,2X					
U. S. Army Corps of Engineers	<a href="mailto:sarah.m.workman@usace.army.mil">sarah.m.workman@usace.army.mil</a>	US-COE	C	C		C		C		C		C					
Railroad Company (If appl.)	<a href="mailto:Sarah.L.Runyon@wv.gov">Sarah.L.Runyon@wv.gov</a>	DDR-RR	4C,4X			4C,4X				4C		4C,4X			4C,4X	4C	
Utility Companies Encountered	<a href="#">Utility Contact List</a>	Util. Co. Name				C,X						C,X			C,X		
Other Appropriate Agencies	-		C	C		C						C			C	C	
Commissioner's Office of Econ. Dev.	<a href="mailto:Perry.J.Keller@wv.gov">Perry.J.Keller@wv.gov</a>	CD	C	C		C											

NOTE 1 : C = Const. plans or Design Report; R = R/W plans; N = Notification by PM; X = Cross sections; S = Project-specific special provisions ; W = Working-time chart;

E = All electronic plans in CADD format with electronic alignment files on acceptable media; A = Copy of asbestos inspection request memo to DDC+A1

NOTE 2: Right of Way Plans (3R) shall include 1R with changes highlighted in red NOTE 3: All Corr. "H" & Rt. "9" projects contact CH(CR) for environmental agency distribution list NOTE 4: Submit in PDF format