



Career perspective and advice from a past co-worker, mentor, and friend.

"The first 10 years of your career, you think that you know everything.

The second ten years of your career, you realize how much you don't know.

and the last ten years of your career, you should be teaching everything you know."

be the PE

control beginning to the Period State Highway Engineer

Of Operations





OVERVIEW

Someone complains about traffic congestion

A bridge inspection report shows some deficiencies

A new business expansion with a promise to create jobs

A flooding event that damages roads, bridges, infrastructure

A congested I/S that needs some major upgrade

A major expansion project on the many Corridors around the state

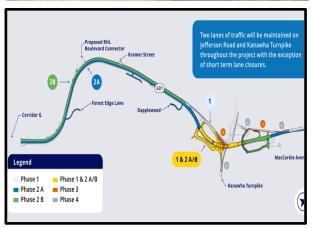
Congress passes a legislation that contains major funding for certain project categories

All of the above are a catalyst to program a project by planning, district, engineering, traffic engineering, or other entities













Jefferson Road, Kanawha County

Programming a Project

Selecting a Consultant

Design Study and NEPA

Public Meetings

Plan Development

PS&E

Authorize

Advertise, Letting, and Award

Pre-Construction Meeting

Electronic File and Tracing Submission from Consultant





Programming a Project

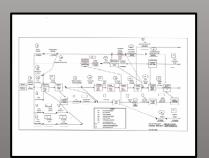
After project origination, it is programmed by the district, engineering, development office, traffic or others.

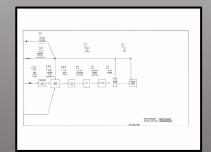
Consultant is selected based on statewide if less than \$750,000 or short listing, interviews, selection, negotiations, NTP.

Project Manager (PM) attend scope of work meeting with selected consultant then set up a project schedule using Critical Path Method (CPM).

The CPM will have all major tasks and milestones for the project phases.









Selecting a Consultant





Public Meetings







Span Arrangement

Type, Size, and Location (TS&L)

Bridge Rating

Final Bridge Plans



Plan Development

Items anticipated to be reviewed during preliminary design refinement on large complex projects will include, but may not be limited to the following:

Mapping Edits

CADD Standards/Programs and Coordination

Field Reviews

Line and Grade

Typical Section

Interchanges/Intersection Schematics

Cross Sections

Mass Haul Diagram

Structure Span Arrangements and TS & L Submissions (Conceptual and Final)

Geotechnical Investigations (Conceptual and Final)

Structural Foundation Studies and Foundation Reports (Preliminary and Final)

Final Structure Plans

Hydrologic and Hydraulic Design Reports (Preliminary and Final)

Signing and Pavement Markings Plans (Preliminary and Final)

Maintenance of Traffic Plans (Preliminary and Final)

Construction Cost Estimates

Right of Way Plans (Preliminary and Final)

Utility Coordination and Relocations (if applicable)

Other Tasks as Required by the Division



Plan Development

Some complicated projects involve more effort than others.

These areas may include, but are not limited to:

Highway Design

Hydraulics and Hydrology

Drainage Design

Traffic Specialist

Geotechnical and Foundation Design

Structural Design

Signing and Pavement Markings

Specification and Special Provision Specialists

Noise Barrier Design

Cost Estimating and Construction Scheduling

Right of Way

Hazardous Waste Remediation Design



Plan Development

Plan Distribution Schedule

	DD-202 PLAN DISTRIBUTION SCHEDULE DESIGN REP. CONTRACT PLAN DEVELOPMENT PROJECTS (Note 1)					March 29, 2021											
DIVISION/AGENCY	ELECTRONIC SUBMITTAL	LABEL	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.	PINAL DET. BRIDGE PLANS	Half-Size PS&E Plans
HWA (concurrence & nonexempt	1 100 AND COLUMN TO SERVICE OF SE		-			REV.	COMIS.					REV.		(NOLE Z)	HEV.	PUANS	
orojects) Area Engineers	FHWA Area Engineers	FHWA-Area	cx														
ROW Section	Jeffrey.Robinette@dot.gov	FHWA-Area FHWA-R/W	C,X	C,X N	R	C,X N	R	С	C,X	С	R	C,X			C,X,S,W	C,S,W	C,X,S,W
Division Bridge Engineer	Bert.Buchanan@dot.gov	FHWA-Br.	IN.	N		N		С		С	-	N		-	N	C,S,W	C.S.W
Engineering Division	Raymond J. Scites@wv.gov	PHWA-DI.	-				_	-	_	-			_	_		C,S,W	C,S,W
Engineering Division	David.P.Bodnar@wv.gov Robert.L.Douglas@wv.gov	DD	с,х	C,X		C,X		c	N	N		N	N		N	N	
Roadway	Feras, Tolayma\@wv.gov	DDR/DDI/Road	C,X	C,X	R	C.X	R	С	C.X	С	R	C.X	R	R	C.X.S.W	c.s.w	CXSW
PS&E	Michael.Carter@wv.gov	DDR (PS&E)	0,0	0,0	-	۸,۷	- N	-	0,1	-	-	0,1	- "	- R	U,A,U,W	U,0,VY	C, X, S, W
Bridge Review	Ahmed.N.Mongi@wv.gov	DDI (FSac)						С		С		C.X			C,X,S,W	C.S,W	C, X, S, W
Bridge (If applicable)	Tim.A.Hermansdorfer@wv.gov	DDI(Br.)	С	С		С		č		c		C			C.S.W	C.S.W	C, X, S, W
Right-of-Way Note 4)	Katrena.J.Parsons@wv.gov	DDR(R/W)			3R	N	8R				8R	N	M,2R,A, 2X (half size)	M,2R	N	0,0,11	5,0,11
Geotechnical	E-02 FD 0 2004			Sassi								1200					
Note 5)	Regional Geotech Map	DDI(Geo.)	C,X	C,X		2C,X		2C	C,X	С		C,X			2C,X	С	
Permitting	Regional Permitting Map	DDR(Perm.)	С	c		C		С		С		С			С	С	,
Environmental	Ben.L.Hark@wv.gov	DDE	С	С		C,X		С		С		C,X			C,X	C	C
Consultant Services	Kevin, A. Hall@wv.gov	DDC	C, N	C, N								-		_			
Initial Design	Mark, J.White@wv.gov	DDD	C, N	C, N	\vdash	-	_	-	_	$\overline{}$	_					С	
Traffic Engineering Division Design	Clndy.L.Cramer@wv.gov	DT-Design	с	С		с				с		c.			С		С
Operations Technical Support Division		DT-Operations	С			C				_		Ç					
Publications Section	Martin.E.Dougherty@wv.gov	DS		3												C.N	c
Right-of-Way Division	Martin.E.Dougnertyggwy.gov	DS	-		-			-		-	_			-	C, N	C, N	<u> </u>
Division Director	Chad.J.Toney@wv.gov	DR .	N	N	N	N	N				N	N	N	N	N		
Estimator	CHBC.S. TOTO FEET W. SOT	DR-Eat.	C	C	-14	C	14				-14	C,X	- N	14	C		
Utilities	Sarah.L.Runyon@wv.gov	DR/Util.)	C	c	-	C		-		C		C			C		
Contract Administration Division	Jason M.Boyd@wv.gov	FC		-		C.X		C		c	-	C,X	-	-	C.X.S.W	C.S.W	C.X.S.W
Materials Control, Soils, Testing Div.		FM										-			C.S	C,S	5,40,11
Programming Division	Ryland W.Musick@wv.gov	PP	С	С		С			1.5			С			0,0		C, E
Planning Division	Elwood.C.Penn@wv.gov	PR	С	С		С						С					
State Highway Engineer	Alan.D.Reed@wv.gov	CH	C	С		С						C			С		
Dep. State High. Eng. Construction	Stephen.T.Rumbaugh@wv.gov	HF	C, N	C, N		N						N			N		N
Dep. State High. Eng. Development	Jason, C. Foster@wv.gov	HD	C, N	C, N		N						N			N		N
Dep. State High. Eng. for Operations		НО	N	N		N			N			N			N		
Maintenance Division	Jacob.M.Bumgamer@wv.gov	OM				N						N			N		
District District Engineer/Manager		D#-E/M	с,х	с,х		С		С		С		С			C,S,W	c,s,w	
Dist. Right-of-Way Agent	Division of Highways Districts	D#-R/W	С	С		С						C			C		
Dist. Bridge Eng.(If appl.)	and a continue of the state of	D#-Bridge	C	C		N		С		C		N			N	C.S.W	
Dist, Const. Engineer		D#-Const.				C,X		С		С		C,X			C,X,S	C,S	
Dist, Util, Supervisor		D#-Util.	_		\vdash	С						С			С		
DEP-Office of Water Resources DNR Wildlife Resources		DEP-OWR	C	C		C,X					-	C,X					
		DNR-WR	2C	2C		2C,2X		-				2C,2X					
J. S. Army Corps of Engineers Rallroad Company (If appl.)		US-COE	C	С		C		С		C		Ç					
Rattroad Company (If appl.) Utility Companies Encountered	Sarah L. Runyon@wv.gov Utility Contact List	DDR-RR Util. Co. Name	4C,4X			4C,4X				4C	-	4C,4X			4C,4X	4C	
Other Appropriate Agencies	Othiny Contact List	Ote. Co. Name	-	-	\vdash	C,X		\vdash	_		-	C,X	_	_	C,X	_	
Ommissioner's Office of Econ, Devi	David E Conserved	CD.	C	C	\vdash	C	_	\vdash	_		-	С			C·,	С	
OTE 1: C = Const. plans or Design Re	port; R = R/W plans; N = Notification b D format with electronic alignment files clude 1R with changes highlighted in re	y PM; X = Cross s on acceptable me	ections; da: A =	Copy of	asbeste	W plans; os Inspe	ction rea	uest me	mo to Di	DC+A1				nit PDF in	addition to	paper copies.	



Plan Development

Preliminary Field Reviews (PFR)

Receive PFR plans and supporting documentation such as:

Preliminary H & H report
R/W 1's and 2's
Span arrangements
Submission checklists

IF NEPA WAS NOT DONE DURING THE DESIGN PHASE, the PM and consultant need to work with the consultant doing the NEPA through our Technical Support Division.

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Preliminary Field Review

Check and verify **DESIGN CRITERIA** for all roadways, bridges, drainage design frequency, etc.



Plan Development

Design Study and NEPA

WEST VIRGINIA DIVISI DESIGN REPORT FIELD REVIEW	SUBMISSION CERTIFICATION
State Project No. Federal Project No.	Project Manager
Project Name	Submission Date
County	
General Plan Requirements Project Number Shown Project Number Shown Conclus Screened and Leighbe Adequate Spot Elevations Shown Plan and Profile Sheets Adignamer, Curve Data, and Superelevation Rate Shown Issue Sheet Sheet Shown Shown Issue Sheet Sheet Shown and all Selemants and all Selemants and all Selemants Persl. Grades and Vertical Curve Data, Including K-Vales. Shown for Proposed Construction. Imilia Shown Properly Lines Stori Issue Shown Disposation of all Consent Limits Shown Property Lines Stori Issue Shown Mayor Desirable Shown Mayor Desirable Shown Mayor Desirable Requirements. Shown Mayor Desirable Requirements. Proposed and Editing PReM Limits Shown (Di-301) Esisting A Private Nating RNW Limits Shown (Di-301) Esisting Shown Neal Sections Leading Typicals Leading Typicals Leading Typicals Leading Typicals Maritim Sections at 500 foot Specing and of Christal Locations Biderroal Sections at 500 foot Specing and of Christal Locations Bideroal Sections at 500 foot Specing and of Christal Locations Bideroal Sections at 500 foot Specing and of Christal Locations Bideroal Sections at 500 foot Specing and of Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Sections at 500 foot Specing and Christal Locations Bideroal Section	Miscellaneous Sheets Title Sheet with Proposed Sheet Index Mass Diagram Traffic Sheet May (ID-802) Conceptual Maintenance of Delours Ownership Index (May be submitted as a separate report on large proposed involving a significant number of perceis) Field Review Report Design Citieral Listing for Maintine Listing of Proposed Design Exapplies Listing of Anvariation and Diseavenings Listing of Anvariation and Diseavenings Listing of Anvariation and Diseavenings Exapplies Listing of Anvariation and Diseavenings Listing of Anvariation and Diseavenings Listing of Proposed Diseavenings Listing of Proposed Diseavenings Exapplies Listing of Proposed Diseavenings Listing of Proposed Diseavenings Exapplies Listing of Proposed Diseavenings Listing of Proposed Diseavenings Exapplies Listing of Proposed Diseavenings Exapplies Listing of Proposed Diseavenings Exapplies Exapplie
Checklist Page 1 of 1	DD-202 Pg 9-25 rev 2019-Nov-12.xlsm
Design I Field Ro	-

WEST VIRGINIA DIVISI	ON OF HIGHWAYS
DESIGN REPORT OFFICE REVIEW	SUBMISSION CERTIFICATION
State Project No.	Consultant
Federal Project No.	Project Manager
Project Name	Submission Date
County	
General Plan Requirements	Miscellaneous Sheets
Project Numbers Shown	Title Sheet with Proposed Sheet Index
Line Weights Legible	(DD-701) .
Contours Screened and Legible	Mass Diagram
Adequate Spot Elevations	Traffic Sketch Map (DD-802)
Shown	Conceptual Maintenance of
	Traffic Scheme, Including Detours
Plan and Profile Sheets	(If Required)
Plan and Profile Sheets Alignment, Curve Data, and Superelevation Rate	Ownership Index (May be submitted as a separate report on large projects
Alignment, Curve Data, and Superelevation Rate Shown for Mainline and all Sideroads Stationing Shown for Mainline	separate report on targe projects involving a significant number of parcels
and all Sideroads	Office Review Report
Prel. Grades and Vertical Curve Data.	Design Criteria Listing for Mainline
Including K-Value, Shown for	and all Sideroads
Mainline and all Sideroads	Listing of Proposed Design
Proposed Construction Limits Shown	Exceptions
Property Lines from Tax Maps Shown	Listing of Advantages and Disadvantages
Disposition of all Crossroads,	of Each Alignment Under Study
Railroads, and Streams or Rivers	Table of Physical Characteristics
Channel Change Requirements Incorporating	(curvature, grades, construction costs,
Natural Channel Design Features Shown	right-of-way costs, displacements,
Major Drainage Requirements,	length, etc.) of Each Alignment
Shown (DD-706)	Access Point Analysis Including
Proposed and Existing R/W	type, location, etc.
Limits Shown (DD-301)	Access Point Cost Analysis (DD-307)
Existing & Private Major Utilities, Including Gas Fields, Sewer, and Water	Geotechnical Overview Listing of Design Report Field Review
Gas Fields, Sewer, and Water Facilities Shown	Comments and Action Taken on Each
Facilities Snown	Comment Action Taken on Each
Typical Sections	Miscellaneous Reports
Mainline Typicals	Major Drainage Calculations
Sideroad Typicals	Total Project Construction Cost Estimate
	of Each Alignment Under Study
	Consultant's Quality Control Markups
Cross Sections Mainline Sections at 500 foot	
Spacing and at Critical Locations	
Spacing and at Critical Locations Sideroad Sections at 500 foot	
Spacing and at Critical Locations	
Existing Topography, Including RW,	Notes: 1- All Lines to be initialed by Office Manager
Streams, Roads, Utilities, etc., Shown	or responsible management level
occurs, reaso, outdes, etc., oriowi	above the Project Manager
	2- Use "NA" for any item not applicable to the
	project. Do not leave any items blank.
Checklet Page 1 of 1	DD-202 Pg 9-25 rev 2019-Nov-12.xism

Design Report Office Review



Plan Development

Preliminary Field Reviews (PFR)

Review the PFR plans for completion and accuracy in accordance with WVDOH Design Directive and AASHTO.

Verify state and federal project numbers and project name

Consultant to get mapping or mapping is provided by DOH

Consultant to send out utility verification plans to all utilities encountered and picked up by survey / mapping

Get traffic sketch maps and request ADT, turning movements, as applicable

Verify all existing right of way and easements

Check and verify DESIGN CRITERIA for all roadways, bridges, drainage design frequency, etc.

Initiate, request, and the consultant prepare "DESIGN EXCEPTION" as applicable for review, processing and approval (this could involve FHWA review and approval if applicable)

- o Highway Design: Verify all horizontal and vertical alignments
- o Hydraulic And Hydrology: Verify H&H submission to meet our drainage manual criteria

All major drainage structures and drainage areas



Plan Development

Preliminary Field Reviews (PFR) continued . . .

Review with the Geotech team all proposed boring layouts, stake borings, get borings drilled by contract, solicitation or state forces.

Prepare draft geotechnical report and slope design recommendations.

Verify access is maintained to impacted properties.

Review MOT scheme and applicable / practical phases of construction.

Consultant shall submit, along with the PFR / SA plans, other applicable documents, their marked-up QC plans showing independent review of their plans, geometry, all facets of the submission prior to them submitting the plans for DOH Project Manager (PM) to process.

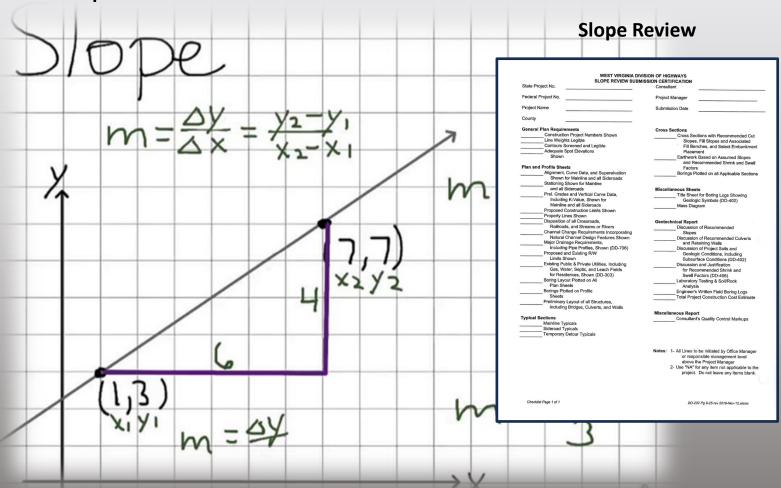
Review project cost estimate at each milestone plan submission. Update the project cost in the HUB accordingly as needed. (Cherri Moffat)

Consultant to submit all the comments given to them during the PFR in a word format showing all who attended the review, each comment typed clearly, and disposition of each comment (See DD-202).



Plan Development

Slope Reviews





Plan Development

Final Field Review

Receive Final Field Review plans (FFR) and supporting documents such as: Final, RW 3, Type, Size and Location (TS&L), Draft Geotechnical Report, NPDES permit application, 404 permit application, submission checklists.

Review the FFR for completion and accuracy in accordance with design criteria, Design Directives, AASHTO Greenbook, and other applicable state, local laws and requirements...

Review proposed right of way limits and easements

Review Draft Geotechnical report

Review final H&H submission to meet drainage manual

Send out FEMA coordination letters to be included in the 404 permit application

Review Project cost estimate and request changes if needed thru the HUB

Make sure all utility verifications were received and start looking into impacted utilities to coordinate relocations.

Review all submitted permit applications and send them to the appropriate divisions for review and processing

Review project constructability and maintenance of traffic phases

Review NEPA Status and any commitments

Request moving with design passed preliminary engineering as needed to finalize the NEPA process

	WEST VIRGINIA DIVISI FINAL FIELD REVIEW SUBM	ON OF HIGHWAYS ISSION CERTIFICATION		
State Project No.		Consultant		
Federal Project No.		Project Manager		
Project Name		Submission Date		
County		Miscellaneous Sheets		
General Plan Requirements		Title Sheet with Prop	oosed Sheet Index	
Line Weights Legi	ect Numbers Shown ble	Summary of Quantiti	les Showing List of	
Contours Screene Adequate Spot El	d and Legible		by Categories with End of Each Category	
Shown		(BAMS Format) (DD-705)	
All Phases of Wor	k Included in a	General Note Sheets Quantity Tables with	out Quantities	
Plan and Profile Sheets		except Earthwork Mass Diagram	(DD-705)	
Alignment Curve	Data, and Superelvation	Reference Point She	oot	
Shown for Mai Stationing Shown	nline and all Sideroads for Mainline	Renchmarks Shown	heet with Coordinates on Ref. Pt. Sheet,	
and all Sideros Grades and Vertic	ids.	Geometric Layou Superelevation Show	t Sheet, or Profile Sheet	
Including K-Va	lue, Shown for	(DD-603)		
Mainline and a Construction Limit	Il Sideroads	Interchange Geometr	trics Shown Including Joint Layout	
Property Lines Sh	OWN	Complete Maintenar	nce of Traffic Scheme	
Disposition of all t Railroads, and	Crossroads, Streams or Rivers Requirements Incorporating	(DD-681)	noe of Construction	
Channel Change	Requirements Incorporating el Design Features Shown	Traffic Routing Cont for Bridge/Struct.	ure Projects	
All Drainage Requ	irements including Pipes, Pipe	Prel. Payement Mar	king Layout (DD-682)	
Profiles, Ditche (DD-706)	es, and Underdrains Shown	Preliminary Sign Lay Preliminary Signal L	avout	
Major Erosion and	d Sediment Control Features	Preliminary Lighting All Required Ret. W.	Layout (DD-684)	
on Plans and I Proposed and Ex	Cross Sections listing R/W Limits Shown	Details Shown		
Utility Disposition	s Shown (If Available) Private Utilities, Including	Any Required Speci	el Detail Sheets sership and Utility	
Gas, Water, S	eptic, and Leach Fields	Property Maps, Own Index from R/W-	2 Plans (DD-301)	
Pavement/Surfac	, Shown (DD-303) e Limits for All Roads	Completed Set of Set Including Title Sh	neet (DD-402)	
Site Plans for All	Structures	Cross Sections		
		Complete Set of Ma	inline Cross	
Typical Sections Mainline Typicals		Sections Showin Earthwork, Borin	as, R/W Limits.	
Sideroad Typicals		Guardrail & Barri Complete Set of Sid	iers	
Pavement Edge/S Pavement Design	with Legend	Sections Showin	g Templates,	pents
Including all R Temporary Detou	elated Details	Earthwork, Borin Guardrail & Barri	gs, R/W Limits.	ermit Documented
Temporary Deloc	и туркова	All Drainage Feature	es Shown	or Nationwide) d Environmental
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				(DD-206)
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Final Field Review



Plan Development

Final Office Review

Consultant submit Final Office Review plans (FOR) and supporting documents such as:

Final Geotechnical Report

Revised RW 3, submission checklists and their QC marked up plans

Review the Final Office Review for completion and accuracy in accordance with WVDOH Design Directive and AASHTO requirements

Check all comments from Final Field Review (FFR) and verify the responses to these comments have been addressed and incorporated into the FOR submission

Check all project details and Project Specific special provisions

Check Final Geotechnical report

Check all pay items are correct

Check randomly some quantities for accuracy (summary sheet vs. quantity tables)

Check Project cost estimate and request changes in the HUB as needed.

Check all utility relocation plans have been received and incorporated into the plans

Request ROW certificate and USR

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Final Office Review



Plan Development

Final Plans

Consultant submits Final Plans and supporting documents and submission checklists, per CPM date.

Quick review of the Final plans for completion and make sure any comments from FOR have been addressed, incorporated.

Verify Final documents are submitted.

Send all documents to the PS & E Unit for starting the PS & E process.

Any comments will be sent to the consultant.

Any plan Submission not meeting our DD-checklist requirements, the plans are rejected by notifying the consultant.

WEST VIRGINIA DIVISI FINAL OFFICE REVIEW SUBN	IISSION CERTIFICATION	
State Project No.	Consultant ·	
Federal Project No.	Project Manager	
Project Name	Submission Date	
County		
	Miscellaneous Sheets	
General Plan Requirements Construction Project Numbers Shown	Title Sheet with Proposed Sheet Index (DD-701)	
Line Weights Legible	Summary of Quantities Showing List of Items Separated by Categories with	
Contours Screened and Legible Adequate Spot Elevations	Alternates at the End of Each Category	
Shown All Phases of Work Included in a	(BAMS Format) (DD-705) General Note Sheets (DD-704)	
Bid Item	Quantity Tables with all Quantities	
Plan and Profile Sheets	Completed (DD-705) Mass Diagram	
Alignment, Curve Data, and Superelvation Shown for Mainline and all Sideroads	Reference Point Sheet Geometric Layout Sheet with Coordinates	
Stationing Shown for Mainline	Renchmarks Shown on Ref. Pt. Sheet.	
and all Sideroads Grades and Vertical Curve Data,	Geometric Layout Sheet, or Profile Sheet Superelevation Tables and Diagrams	
Including K-Value, Shown for	Completed for all Curves (DD-603)	
Mainline and all Sideroeds Construction Limits Shown	Interchange Geometrics Shown Intersection Layout Including Joint Leyout	
Property Lines Shown	Complete Maintenance of Traffic Scheme Including Sequence of Construction	
Disposition of all Crossroads, Railroads, and Streams or Rivers	(DD-681)	
Channel Change requirements incorporating Natural Channel Design Features Shown	Traffic Routing Contingency Plan for Bridge/Structure Projects	
All Drainage Requirements Including Pipes, Pipe Profiles, Ditches, and Underdrains Shown	Pavement Marking Layout (DD-682) Sign Layout (DD-683)	
(DD-706)	Signal Layout	HWAYS
Major Erosion and Sediment Control Features on Plans and Cross Sections	Lighting Layout (DD-684) All Required Ret. Wall and Culvert	ERTIFICATION tent
Drainage and Guardrail Limits/Data Noted	Details Shown	Manager
on Ptan and Profile Sheets Proposed and Existing RW Limits Shown	Any Required Special Detail Sheets Including ADA Features	
Utility Dispositions Shown	Property Maps, Ownership and Utility Index from Revised RW-3 Plans	sion Date
for all affected Utilities (If Available) Existing Public & Private Utilities, Including	Completed Set of Soil Plans and Profiles	
Gas, Water, Septic, and Leach Fields for Residences, Shown (DD-303)	Including Title Sheet (DO-402)	
Pavement/Surface Limits for All Roads	Cross Sections	of Engineers Permit Requirements Plan View of all Project Areas
Site Plans for All Structures Curb Ramps and Other ADA Features	Complete Set of Mainline Cross Sections Showing Templates,	Requiring a 404 Permit
	Earthwork, Borings, RW Limits. Guardrall & Barriers	Profile View of all Project Areas Requiring a 404 Permit
Typical Sections Mainline Typicals	Complete Set of Sideroad Cross	Cross Section View of all Project Areas Requiring a 404 Permit
Sideroad Typicals Pavament Edge/Shoulder Details	Sections Showing Templates, Earthwork, Borings, RW Limits.	Quantity of Material to be Placed
Pavement Design with Legend	Guardrall & Barriers	Below "Ordinary High Water" Shown on Appropriate Sheets
Including all Related Details Temporary Detour Typicals	All Drainage Features Shown Quantity Tables Completed	Temporary Fills, Causeways, Bridges,
Idinpolary bottom typesso		Pipes, etc. Shown For Proposed Construction Scheme
		Copy of Section 106 "Historical Clearance Document" Included
		Copy of "Rare, Threatened, and Endangere
Checklist Page 1 of 2	FOR Checklist rev 2020-Feb-21	Species Clearance Letter* Included Copy of Letter Submitting Plans to Resource
		Agencies for Review Copy of All Comments Received from
		Resource Agencies Copy of FEMA Clearance Letter
_	Certification and Listing of Adherence to Environmental Documents	(If Applicable)
_	Listing and Explanation of Deviations to Design Report and Env. Documents	Two Copies of Completed 404 Permit Application Package Included
	Copy of Transmittal Letter From DDT	Appetition Package Included
	Submitting NPDES Registration to DEP Completed NPDES Registration Form	
	with all Attachments sent to DEP	
м	iscellaneous Reports	Supplemental Contract Information Estimated Contract Time Chart
	Complete Drainage Calculations Computations Including Horizontal/Vertical	(DD-803) Total Project Construction Cost Estimate
	Geometry and Quantity Calculations	Town i report constitution cost Estimate
_	Final Geotechnical Report (DD-402) Consultant's Quality Control Markups	
		Notes: 1- All Lines to be initiated by Office Manager
		above the Project Manager 2- Use "NA" for any item not applicable to the
		project. Do not leave any items blank.

Final Office Review



Plan Development

QC Examples . . .

	601002-001	CLASS B CONCRETE	CY	18.89	\$865.	\$16,339.8
	604028-016	18 INCH CORRUGATED ALLUMINUM ALLOY PIPE END SECTION	EA	4	\$6,200.00	\$24,800.00
	606029-001	FREE DRAINING BASE TRENCH	LF	12798	\$6,200.00	\$79,347,600.0
- 4	606030-001	OUTLET PIPE, 6 INCH	LF	9	\$6,200.00	\$55,800.00
-	604050-010	12 INCH HIGH DENSITY POLYETHYLENE PIPE	LF	56	\$270.00	\$15,120.00
	604050-020	24 INCH HIGH DENSITY POLYETHYLENE PIPE	LF	200	\$170.00	\$34,000.00
	604050-024	36 INCH HIGH DENSITY POLYETHYLENE PIPE	LF	342	\$350.00	\$119,700.00
	604050-032	48 INCH HIGH DENSITY POLYETHYLENE PIPE	LF	164	\$913.00	\$149,732.00
		60 INCH HIGH DENSITY POLYETHYLENE PIPE	LF	164	\$1,200.00	\$196,800.00

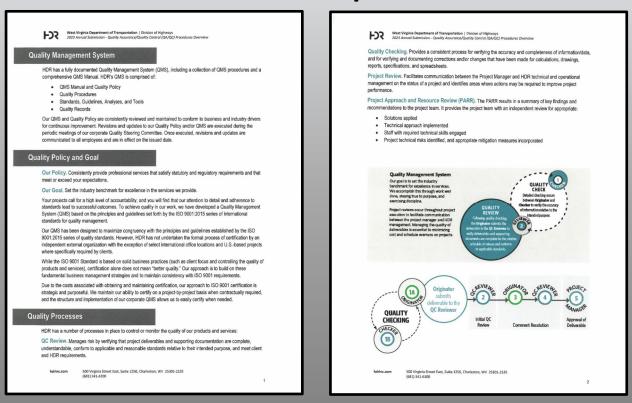
Example of Project Manager detailed QC revisions from the Final Field Review cost estimate.

COUNTY CO		NACONE SCONE SERV. PSPENNING Service S		MARKET AND ASSESSED.	OSECTROLINESSESSESSESSESSESSESSESSESSESSESSESSESS	0000:0488p-
					9/13/2023 09/13/2023	DE CATUMATA NA
	ITEM NO.	CLOURS NO GROOM	UNIT	QUANTITY	LINIT COST \$3,000,000,00	T01AL 008T \$3,000,000
-		BULDING DENGLITON	- FA	16	\$20,000.00	\$120,000
		MOSEGATION	LS	1	\$3,749,184,00	\$3,749,164
	207001.001	ENDLASSIFIED SIZANNION	OY.	7.624,285		\$45,745,730
-	0070002-000	GASHOT MARKET MA	CY	18 652	\$80.00	\$1,492,160
	297034-000	YABRICY CR SEPARATION	SY	111 910	\$2.00	\$223,820.0
	907001-000	ASSESSITE MAN COUNSE, CLASS 10	DY	12990		\$1,065,180
	311006-001		CY TN	17 868		\$4,250.860
	071001-040	SUPERFAVE ADMIN, FASE CHIE. SQ, TYPE 19 SUPERFAVE ADMIN, FASE CHIE. SQ, TYPE 37.5	TN	53279	\$130.00	\$6,926,143.0
	#01001-050 #02001-040	SUPERPAYE ASPIRET SHOP OFFE, SG, TIPE 9.5	TN	8930	\$160.00	\$1,474,775
_	000002-001	ASPRILT MATERIAL	GA	116	\$4.00	\$464.0
	963040-001	EDGE UNE FLAMBLE STRIP, ASPAULT	UF	25 075	81.00	\$25,075.0
	901002-001	CLASS II CONCRETE.	ĈΥ	18.89		\$56,670.0
		18 NOH CORRUGATIO STUDE PARE END SECTION	EA.	4	\$2,000.00	\$8,000
	000023-003	Year onneed that TEVO	10	69706	150.00	\$364,040.0
		OUTLET PIPE, 6 INCH	U		\$200.00	\$1,800.0
	504050-000	12 WOH HOW DENSITY POLYETHYLENE PAPE , PROFILE WALL	LF	56	\$225.00	\$12,600.0
	(24060-220	24 BIOH HIGH DENSITY POLYETHYLENE PIPE , PROFILE WALL	U	200		\$40,000.0
	04050-024	56 BICH HIGH DENSITY POLYETHYLDISE PIPE PROPRIE MALL 48 BICH HIGH DENSITY POLYETHYLDISE PIPE, 1800 LLC MALL	U	342 164		\$90,630.0 \$96,400.0
1	04050	60 BIOH HIGH DENSITY POLYETHTLINE, PIPE, 1 PROFILE WALL	UF	164	\$1,200.00	\$196,800.0
\Box	MANAGE &	ALTERNATIVES				
		SE INCH HIGH DENSITY POLYETHRADING PRINC, PROPILE WALL BY TIPLE F TREMCH ALT, AS		11679	\$200.00	\$2,395,800.0
- 7	104050 120	34 NOT HIGH DENGTY POLYCTHILING FRY, PROFILE WALL IN THE F TRENCH ALT, BY	U	692	\$235.00	\$162,630.0
- 3	104050 124	SE BYCH HIGH DENGTY POLYCTHILLING HIP, PROVILE WALL IN TIPY; P TREMOHALT, CO	UF	1429	\$250.00	\$367,250.0
-	04050-128	AS INCH HIGH DENSITY POCKETHYLENE FIRE, PROPELL WALL IN THE F THEMON ALT, DO	U	46	\$350.00	\$36,300.0
. 3	104070-067	12KS PT PRECAST CONCRETE BOX CULMENT	U.	942	\$2,600.00	\$2,449,200.0
	04070-068	1200 PT PRECAST CONCRETE BOX CULVERT	v	228	\$3,000.00	\$884,000.0
3	05009-005	TIPE G INLET	£Α	30	\$5,000.00	\$250,000.0
	07001-001	THE LOWERY CORE	U	10,889	127.00	\$293,997.6 \$3,000.0
1 5	07030-001	SPECIAL TRALING DAD TERMANE.	EA I	10	\$3,100,00	\$18,600.0
- 5	67065-001	YLARCO END TERMANA.	^-	-		210,000.0
- 3	33003-001	DUMPED ROCK GETTER	GV.	831	\$90.00	874,790.0
- 5	30011-001	Martin Marina Mari	TWI	7 740	\$1.75	\$13,545.0
_3	30013-001	RESTIDURE, TRAFFIC CONTROL DEVICE CLEANING	EA	124	\$30.00	\$8,720.0
- 4	38002-001	RIGHT OF WAY MARKER	ξĀ	2	\$135.00	\$270.0
1 3	19001-001	CONCINEZTON LAPOUT STAVE	18	1		\$500,000.0

ITEM NO.	23				2 of 2
	DESCRIPTION	LINET	QUANTITY	UNIT DOST	TOTAL COST
640003-001	BUILDING EQUIPMENT LARGE FIELD OFFICE AND STORAGE BUILDING	LS	1	\$5,000.00	\$5,000.0 \$84,000.0
	SEED MICCURE TENTONIAN	LI LI	99.2		\$198
642004-001 642004-003	SCES WITTER TOWNS	1.08	99.2	\$11.00	\$1,091.3
642005-001	WALCH, STRAW OR HAY	79	0.70		
842005-003	MACH	The The	46.00	\$7,600.00	\$359,900.
642006-001	VOTUDO	TN.	9.42	\$1,500.00	\$11,504
842010-001	AGRICULTURAL LIMESTONE	199	2.2		\$440.0
	COMPOST FILTER SOCK, SHIN	U	755	\$10.00	\$7,550.0
	RISER	EA	- 6	89,000.00	\$81,000.0
842035-002	DECREE FEMOVAL	EA CY	49,100	\$2,323.00 \$4.00	\$20,907.6
542036-001		CY EA	45,155	\$4.00	\$180,620.0
552001-001	AGRICULTURAL UMESTONE	TN	6.81		\$1,362.0
852002-001 852002-002	FERTELIER, 10-20-10 FERTELIER, UNIO, FORMALDINGS	TN IN	0.37		\$7450 \$275.0
882002-002 882003-001	PENTLUZER, UREA FORMALDEN DE REFO MINTUEL R. C.E. C.2	170	49.58		\$1,238.5
	MULCIL STRAW OR HAY	TN	0.80	\$1,000.00	\$300.0
	SONING				_
					No. or or or
957010-001	2.00 LB CHANAEL FORT	0	137.5 452.5	\$11.00	\$1,512.5
50701000 50701000	3.00 LB OHANNEL POST F4.00 LB BB CHANNEL POST	-0	30	\$33.50	\$1,005.0
61005-005	SO DIES IN FLAT SHEET SIGN SOIL ANCHORED FLEXIBLE DELINEATOR FOST, WHITE	59	339.76		58,459.1
961015-001 961015-001	SOIL ANCHORED PLEXIBLE DELINEATOR POST, WHITE	EA EA	97	\$75.00	\$7,275.
961015-001 961016-001	SOIL AND PRICE PLEMBLE DELINEATOR POST, YELLOW CERRODARL MOUNTED DELINEATOR POST	EA EA	25 45	\$76.00	\$1,875.0 \$3,375.0
	PROMOT MARKINGS			2.000	
MANAGE TOTAL	Street and their is a second	U	25 675	\$0.50	\$12,537.5
M3001	EDGE LINE, THYE IX, 6 IN, WHITE EDGE LINE, THYE IX, 6 IN, VELLOW	1 15	25.075		\$12,687.5
		17	6.348		
68005-011	STOP LIME, TYPE V, 24 IM LANC ARROW, TYPE V	U BA	74	\$400.00	\$2,220.0
M3012-208	SASED PRIEMENT MARKER, TYPE P.2	EA EA	634	\$80.00	\$31,700 I
		- 1	Roodway Yotal	ny'e Mobilization**	871,234,495.0
		-	Sub-Tetal	n/o Mobilization	871,234,495.9
			Sub-Tota	w/Mobilization**	\$74,963,679,9
				13% E&C->	89,747,678.3
				Yotal->	\$84,721,556.3

Plan Development

QC Examples . . .

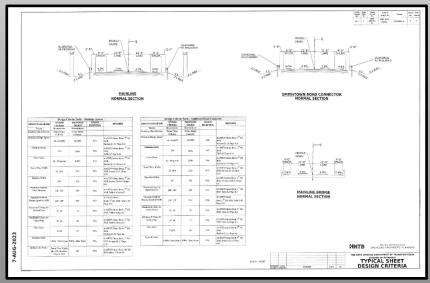


Consultant QC after Final Field Review

Plan Development

QC Examples . . .



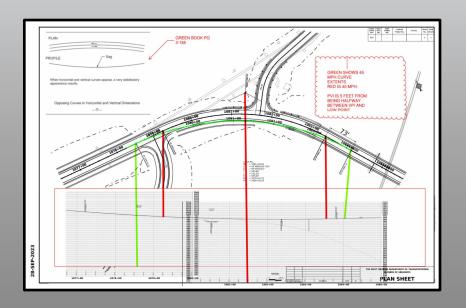


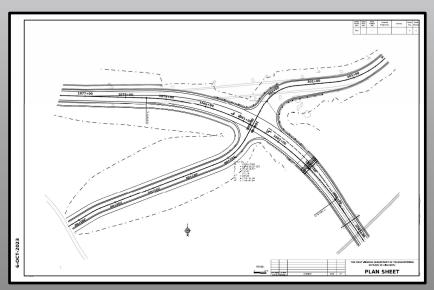
Project Manager QC mark-up of horizontal and vertical geometrics per AASHTO requirements early on.

Typical consultant design criteria submission.

Plan Development

QC Examples . . .

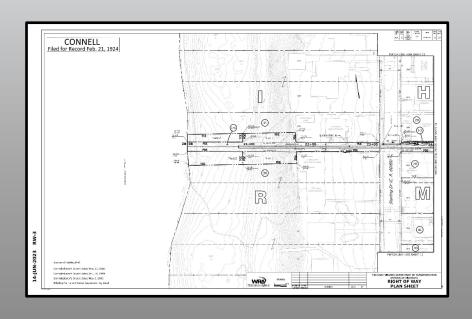


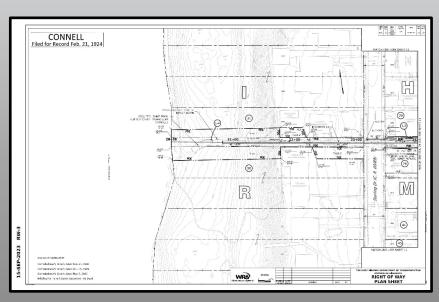


Consultant response of horizontal and vertical geometrics per AASHTO requirements.

Plan Development

QC Examples . . .



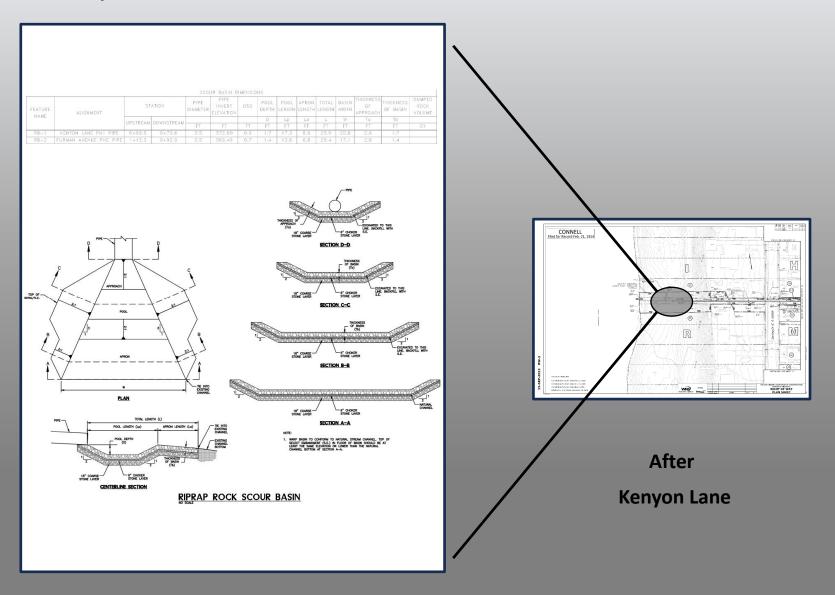


Kenyon Lane Before Kenyon Lane After

Rand Drainage Project

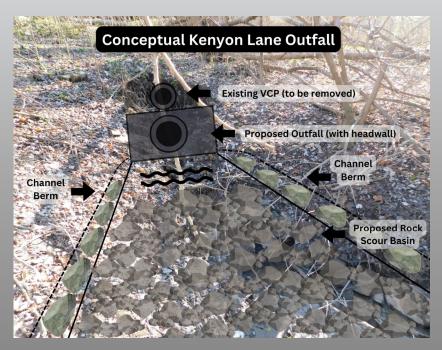
Plan Development

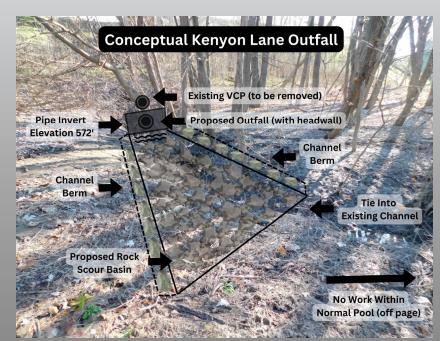
QC Examples . . .



Plan Development

QC Examples . . .





Kenyon Lane Outfall

Plan Development

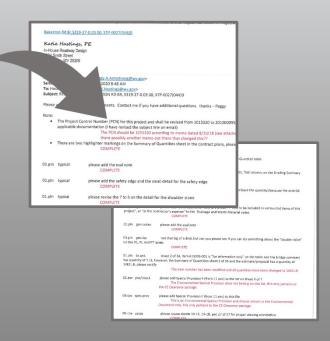
COMMENTS AND RESPONSES

Here is a great example of the proper way to address written comments. Our Engineering Division requires this format from our consultants and our In-house Design staff.

Responding in an alternate color under the original comment is preferred.

Refer to DD-202.

QC Examples . . .



Plan Development

PS&E SUBMISSION & REVIEW

The consultant submits final plans, estimate, Applicable Special Provisions for the Project Manger, thru PW. PM distributes the submission to the appropriate divisions, sections, for final QC review.

PS&E Section Review

Review consultant designed highway plans for accuracy and completeness at final office review and final plan submission stages

Provide plan comments to project managers, or consultant

Verify that project pay items and quantities are correct

Develop/prepare the engineers detailed cost estimate to be used in project bid comparison and analysis

Utilize the historical bid tab data to determine unit prices for project pay items



Plan Development

PS&E Section Review Continued...

Prepare/assemble the PS&E package for highway projects, for submission to Contract Administration Division. The PS&E package will normally consist of the project plans, detailed estimate, working day calculations, applicable permits, applicable special provisions, right of way certificate, Geotech report, environmental documents, and the PS&E checklist

Prepare project plan revisions and addendums as needed and submit to Contract Administration for inclusion in the bidding documents

Maintain a PS&E project status report for use in progress meetings

Provide necessary AASHTO Transport Preconstruction Program assistance to Contract Administration, and other divisions and district offices within highways



PS & E Submission



Tracing Submission



Plan Development



PMD Seq # 14 Consul. Name: L.A. Gates Company
Consul. Proj. No:15.030
Consul. Proj. Mgr: Jay Cantley
Original Agmt. Date: September 27, 2016
DOH Proj. Mgr: Dirar Ahmad
Consul. Principal Contact: Jay Cantley
to the Contract Plans
Estimated End Date: August 11, 2023 Waterline Relocation plans to the Highway Contract
of 1.5" water line and all apputtenances. The Plans with titles, Waterine Plan Sheets, Water line Profile sheet wittles, Waterine Plan Sheets, Water line Profile sheet etiling the relocation plans in a format that is acceptable is having OH bit items and descriptions for all water seckley Water use and were done to their standards
Plans for Beckley Water's use in relocating their own fine Plans would be incorporated into the Highway
Date: 8/1/2023

Project Modification
Document
(PMD)



Plan Development

Right of Way Review Process

Consultant / In-House submits RW-1 & 2 plans and supporting materials as part of the RW-1 & 2 submission

Review the Right of Way plans for content in accordance with **DD-301**. Some things to look for:

- o Check project numbers and name
- o Check all existing right of way and easements
- o Check property boundaries and ownership of each affected property
- o Check to make sure the right of way being acquired is adequate to construct, maintain and operate the roadway / bridge, I/S, corridor in a safe and efficient manner
- o Verify all existing improvements and features are shown
- o Verify access is maintained to all properties, especially impacted properties



Plan Development

Right of Way Review Process continued . . .

If plans submitted do not meet our minimum requirements:

The submission is rejected, consultant contacted, a meeting may be warranted to go over the deficiencies.

A new submission will be required to address all deficiencies.

If the plans are accepted:

Submit RW-1 & 2 plans, questionnaires and deeds, and all other supporting documents to Right of Way Division with a request to prepare right of way and utilities estimates in order to get the right of way phase authorized.

Return comments to the consultant or design engineer to be addressed for the RW-3 submission.



Plan Development

Right of Way Review Process continued . . .

Receive RW-3 plans (Acquisition Plans), cross sections, property descriptions, along with any updated:

questionnaires or other supporting documentation as part of the RW-3 submission.

Review the RW-3 plans to verify all previous comments have been addressed.

Submit RW-3 plans, cross sections, and all other updated supporting documentation to the Right of Way division for the use of acquiring property.

Review the property descriptions to verify areas of take are properly described. Make or request revisions as necessary.

Submit approved property descriptions to the Right of Way Division for the acquisition process.

Upon completion of the acquisition process, RW-4 plans are produced replicating the RW-3 plans and all revisions, including the all deeds or final orders recorded on the Ownership Index. The RW-4 plans are submitted to the Right of Way Division for further handling. They will become the record set.



Plan Development

Structures REVIEW

Voting member on the Selection Panel for Consultant Interviews for bridge projects

Attend Scope of Work meetings

Bridge Project Manager on bridge replacements and rehabilitations plans developed by Consultants

Consultant with district bridge engineer prior to scoping all Rehab projects

Review and approve recommendations in the Rehabilitation Report Attends Preliminary Field Review

Review 60 percent plan submission

Review Final Plans

٠.

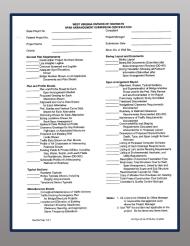


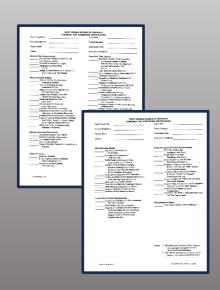
Plan Development

Structures REVIEW continued . . .

Review submissions on Bridge Replacement Projects

- o Span Arrangement
- o Type Size and Location
- o Final Detail Bridge Plans
- The section reviews Consultant plan submissions for compliance with WVDOH Structural Directives (SD), Design Directives(DD) and current design policies.
- The minimum standard for each submission shall meet all items in the scope of work and meet all WVDOH Structural Directives (SD), Design Directives(DD) and current design policies.
 - o During each submission's comments are provided to Consultant to be addressed in their next scheduled submission.







Span Arrangement

Type, Size, and Location (TS&L)

Final Bridge Plan



Plan Development

Bridge Rating

PARAPET LEFT SCEWALK CLEAR ROADWAY WIGHT STA, LINE & P.C.L. TRAVEL LANE TRAVEL LANE N° ORDERS SPACED AT DISTANCE "S"

State Project No.	Consultant
Federal Project No.	Project Manager
Project Name	Submission Date
County	
General Requirements - Rating by District Bridge Eng.	General Requirements - Rating by Design Engine
Title Sheet with Proposed Sheet Index	Title Sheet with Proposed Sheet Index
(DD-701)	(DD-701)
Complete Set of Superstructure Plans with	Complete Set of Superstructure Plans with
All Dimensions, Thicknesses, and	All Dimensions, Thicknesses, and
Material Specifications Shown	Material Specifications Shown
Complete Set of Substructure Plans with All Dimensions, Thicknesses, and	Complete Set of Substructure Plans with All Dimensions, Thicknesses, and
All Dimensions, Thicknesses, and Material Specifications Shown	All Dimensions, Thicknesses, and Material Specifications Shown
Horizontal Roadway Alignment	Horizontal Roadway Alignment
Including Curve Data Shown	Including Curve Data Shown
Vertical Roadway Grade Shown	Vertical Roadway Grade Shown
Bridge Layout Dimensions Shown	Bridge Layout Dimensions Shown
Foundation Elev. And Low Bearing	Foundation Elev. And Low Bearing
Elevation Shown	Elevation Shown
Plan View of Deck Showing All	Plan View of Deck Showing All
Dimensions, Including Span Lengths	Dimensions, Including Span Lengths
Widths, Skew Angles, etc.	Widths, Skew Angles, etc.
Typical Sections Showing Deck Width,	Typical Sections Showing Deck Width,
Overhang, Parapet Location, Deck	Overhang, Parapet Location, Deck
Thickness, Overlay Thickness (If	Thickness, Overlay Thickness (If
applicable), Reinforcing, and Reinforcing	applicable), Reinforcing, and Reinforci
Clearances	Clearances
Complete Set of Bridge Superstructure	Complete Set of Bridge Rating Calculation
Calculations	with All Members Rated by "The Manu
	for Bridge Evaluation", Latest Edition,
W	Published by AASHTO and the
Miscellaneous Report Consultant's Quality Control Markups	"LRFD Bridge Design Specifications" Latest Edition
Consultant's quality Control Markups	Published by AASHTO
	Completed WVDOH DS-25 *Bridge Safe
	Load Capacity-Analysis and
	Justification Report"
	Completed WVDOH DS-34 "Scour
	Evaluation Summary*
Notes: 1- All Lines to be initialed by Office Manager	
or responsible management level	
above the Project Manager	
Use "NA" for any item not applicable to the	
project. Do not leave any items blank.	

Bridge Rating Submission Certification





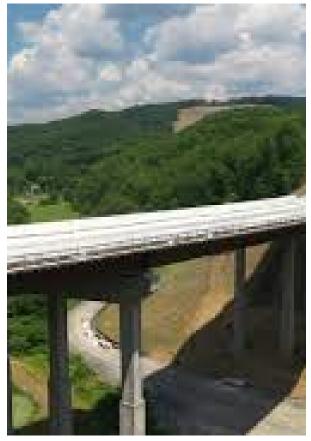
Advertise, Letting, and Award

Pre-Construction Meeting

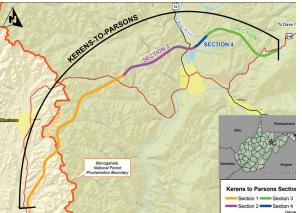


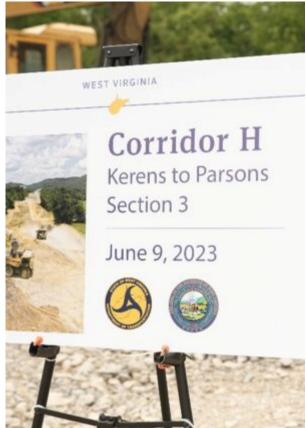














Corridor H Kerens to Parsons, Randolph and Tucker Counties

Nature of Project

Purpose of the project (emergency

Source of funding of the project: be (these have different type of real

The NEPA Process: is a CE required

Right of Way and Utility impacts

Some political considerations: elec

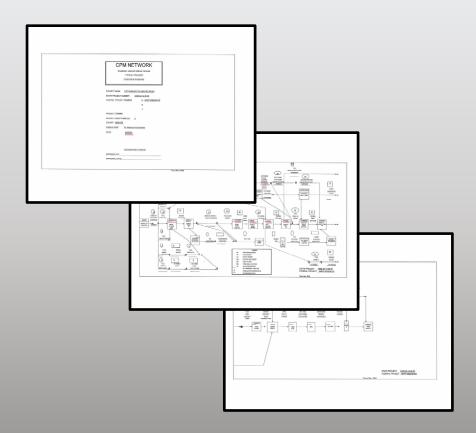
All of these play a role in the schedule that is set for any project



CPM's (Critical Path Method)

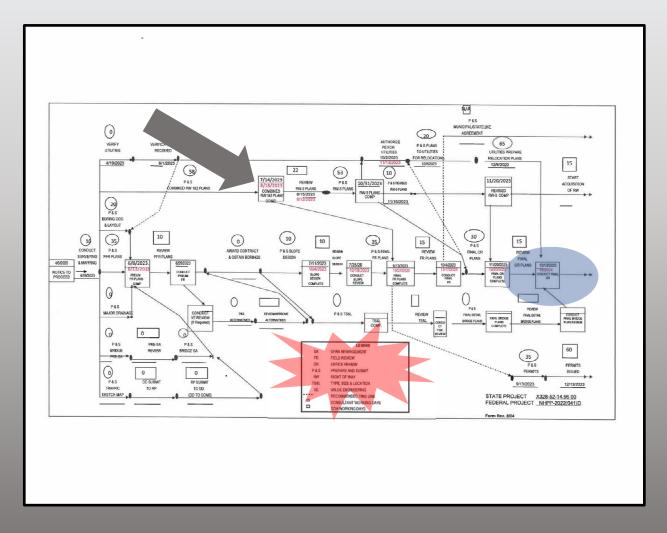
Why important

How to use and follow





Importance of Milestones











MEETINGS

Corridor G "R - Cuts", Kanawha County

MEETINGS

Each project requires many meetings after it is a handled properly, developed, Right of Way accordination's are completed.

Examples of meetings:

Consultant shortlist meeting
NEPA consultant selection meeting
Consultant interviews
Scope of work meeting
Public meetings
Meeting with municipalities
Meetings with stakeholders as applicable
Utilities coordination meeting

All project development meetings to get the project to construction phase















University and Town Center Interchange, Monongahelia County

When a project is programmed, a budget i Most of the time, this is lower than what is

Many reasons for that, however, the prima

SCOPE IS NOT DEFINED

The Right of Way and utilities phase is often forgotten and needs to be programmed and budgetd.

Railroad involvement is also a large expense and needs to be budgeted for the engineering and construction phases.



Each district should create a shared email address

Example: D1EngineeringInvoices@wv.gov, D2E

Invoices should be managed by the district com

Invoices should be logged into the tracking data provide a guide as to where the invoice is in the



Each invoice should be reviewed by the District Project Manager (PM). If the PM approves the % complete, he or she should mark the invoice "% approved by ______"



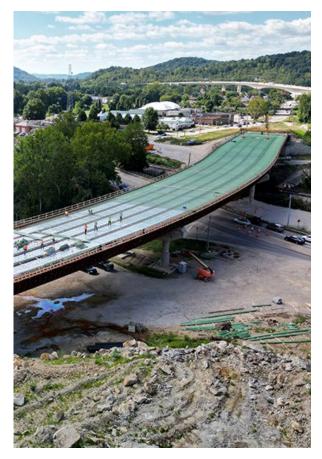
If the invoice is rejected, the PM should condiscuss and resolve the issues that are keep approving. The comptroller's office should rejections so the database can be updated

After the PM approval, during the comptiif there are issues with an invoice, (work date issues, math errors, missing information) the comptroller's office should contact the consultant to resolve these issues.

To assist with the review and audit of each project, an Excel summary of the project costs should be obtained.

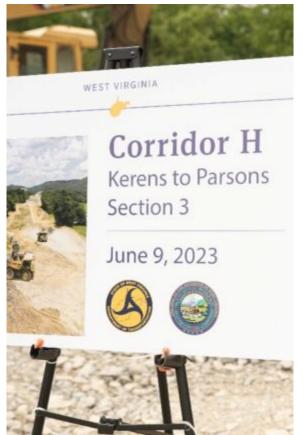
Be sure to log the various stages of the payment process into the database.













POST DESIGN SERVICE (PDS)

Jefferson Road, Kanawha County

POST DESIGN SERVICE

Post Award Plan Comment Memo dated:

February 4, 2022



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

1900 Kunawhn Boulevard East * Building Five * Room 110 Charleston, West Virginia 25305-0430 * (304) 558-3505

February 4, 2022

Jinney Wriston, F. E. Secretary of Transportation Commissioner of Highways

MEMORARDUM

то:

D. Alan Reed, P.E.

State Highway Engineer

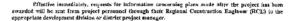
C&H Level Division Directors District Regineers/Managers

Jimmy Wriston, P. P. W

Secretary of Transportation Commissioner of Highways

THRE: TBD HD/ar

SUBJECT: Post Award Plan Comment



The RCE will make the determination as to whether the question should be handred by the construction project personnel. If the question is in the forewarded to the Engineer of Record (EGR), the RCE, in conjunction with the development project manager, shall first determine if the question is congarried on a request for classification or a request for engineering review. The development project manager or designer will facilitate gathering and forwarding the information to the EOR and a response to the RCE and district construction separature.

If a question is categorized as a request for clarification, the RCP, will document details of the question. The documentation will indicate if the review prior to award should have revealed issues that would create problems in administraing the project. This documentation shall accompany the error and omission report to provide specific information on a missake.

The EOR will be responsible for handling requests for clarification as part of the tasks that should have been handled pre-award.

If a question is extegorized as a coquest for seglencring review, the development division or district project manager will engage the DOR. If the EOR is a committent firm, a PMD will be generated to allow immediate response to scalated the project schedule. Requests from the RCE for organizating review influence a notice to proceed and indicates there are causing frauds in the construction projects sub-orization and the control of the c

If the request for engineering review indicates a mistake by the contractor, the RCE will initiate the process to request payment to recoup charges from the contractor for engineering feet.

JW:Sb

E.E.O./AFFIRMATIVE ACTION EMPLOYER

POST AWARD PLAN COMMENT



POST DESIGN SERVICE (PSD) AGREEMENT

POST DESIGN SERVICE

01/30/2024 When this was originally written in May 2023 the intent was Services aka Shop Drawings (SD). But the definitions I used were unclear in the same manner as Engineering Division. The last paragraph of the orig assumed that the districts had reviewers called Project Managers (PM's) I following verbiage will replace the original last paragraph.

Going forward Consultants should send invoices to the appropriate distri Construction Engineer will review and approve payment and forward th

Original verbiage

Post Design Services (PDS), aka Shop Drawings (SD) Invoice

Post Design Services invoices are paid with district construction funds. Cur and processes these invoices for the districts.

The 'quick close' for construction projects has created issues paying some closed before the final PDS invoice is paid. Before CN funds are closed the PDS final invoice needs to be processed and

To help facilitate and support the 'quick close' of CN funds and to ensure any/all PDS invoices are completed, the review and processing of these invoices will now be handled by the district managing the funds.

Engineering Division will continue to process Post Design Services Agreements and forward the executed agreements to the responsible District.

Engineering Division will complete all projects currently active, but all new project agreements will be distributed to the appropriate district and related invoices will be forwarded for district management, review, and processing.

Going forward Consultants should send invoices to the appropriate district e-mail address listed below. The District Construction Engineer will forward the invoice to the Project Manager for review and approve for payment. The PM will return the invoice to the District Construction Engineer who will forward to the District Comptroller for payment.

Invoices and executed agreements

CEIservicesinvoice@wv.gov

D-1: dotd01construction@wv.gov

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Administration section\SD debacle for District Review\Reviesed Shop Drawing to Districtes final procdure 1-30-2024.docx



THIS IS WHAT HAPPENS WHEN THE CONTRACTOR DOES NOT FOLLOW THE STANDARD DRAWINGS



CLOSING REMARKS





QUESTIONS





