WSDOT Specialty Groups and Subject Matter Expert Contacts

NOTE: Contact names and emails are on the last two pages. Updates are anticipated to be approximately on a six-month basis for specialty group contacts and websites.

1. **Access and Hearings**

   Access and Hearings is part of the WSDOT Development Division and administers the limited access and managed access programs for all Washington state highways and all limited access hearings, headquarters representative for the statewide Developer Services group and approving authority for real-estate's surplus properties.

2. **Active Transportation Division**

   What kind of information do you need?
   - A project, planning effort, or other activity in your town or region? Contact your **region's active transportation point of contact** at the end of this document.
   - Active Transportation Plan, Safe Routes to School program, Injury Minimization and Speed Management Policy Elements and Implementation Recommendations Document, Pedestrian Safety Action Plan, review of documents/manuals, Bicycle Safety Education Program? **Charlotte Claybrooke**, Active Transportation Programs Manager, Active Transportation Division.
   - Pedestrian & Bicycle Program grants, active transportation project technical assistance (region support), review of documents/manuals, level of traffic stress data, route directness data, population centers data, highways closed to bicyclists, bicyclist/pedestrian count program development, active transportation liaison to FHWA, US Bicycle Route System/shared-use path data? **Brian Wood**, State Pedestrian & Bicyclist Coordinator, Active Transportation Division

3. **Aviation**

   Airports provide an essential link to the nation's airspace, commerce, and emergency services and are an important part of Washington state's transportation system and economy. Washington has 134 public airports in 37 of its 39 counties. Each airport fulfills a particular role in supporting community, economic, and transportation needs.

4. **Bridge & Structures**

   The Bridge & Structures Office provides structural design work for WSDOT's bridges, retaining walls, sign support structures, and other associated structures. The Bridge and Structures Office provides information on how to design, inspect, maintain, repair, and preserve WSDOT bridges and structures. The Bridge Office also provides information to Region staff for scoping, scheduling, and cost-estimating on their projects that contain structures.

5. **Complete Streets**

   The state legislature directed WSDOT to implement the principles of Complete Streets in state transportation projects over $500,000 for projects starting design on or after July 1, 2022. A Complete Street is safe and feels safe for everyone using the street. Implementation of the Complete Streets requirement on state transportation projects is led by a multidisciplinary statewide team and Region Complete Streets Teams.

6. **Computer Aided Engineering (CAE) Support**

   Computer Aided Engineering (CAE) Support is part of the GeoMetrix Office. CAE manages the statewide standard software (currently MicroStation and InRoads) for drafting (CAD), design analysis and engineering, construction support processes and deliverables. Through the *HQ CAE*

Help Desk, we provide support, training, and development solutions for survey, design engineering, drafting, and construction processes, as well as enterprise engineering document/drawing management (ProjectWise) and more.

7. **Contract Ad & Award**

This group performs procurement of construction projects, including small works, design-bid-build, and design build contracts. The team of contract specialists prequalify bidders, advertise projects, issue addenda, post questions and answers during advertisement, open bids, and award contract to the lowest responsive bidder. This group is a part of the HQ Construction administration team consisting of Documentation, Specification, e-Construction, and Design-Build program.

8. **Contract Services Office**

This team of professionals is responsible for delivering the statewide agency contracting programs for Architect Engineering (A/E), Information Technology (IT), and professional services engagements. Procurement for services can take weeks, up to several months for larger efforts. Early engagement with regional or specialty program consultant liaison, or directly with Contract Services staff is highly recommended so that all parties may coordinate.

9. **Design & Plans Review**

Region Plans offices review design documents and agreements as well as Plans, Specifications and Estimates packages for completeness, accuracy, consistency, and bid-ability. Please reach out to your region plans office for specific question.

10. **Development Services**

Development Services staff in WSDOT Regions review SEPA land use development-proposals to determine if state transportation system mitigation should be requested. The Development Services group administers developer and construction agreements, access connection permits, and general transit and other related permits.

11. **Environmental**

The Environmental Office aids region project offices to ensure environmental compliance within WSDOT right of way, including the determination of biological impacts, developing appropriate mitigation measures for impacts, completing environmental document, and obtaining permitting, drainage design support and review, review of temporary erosion and sediment control plans, and roadside restoration plan development and review.

12. **External Relations Division** (formerly Communications Office)

External Relations brings together the offices of Communications, Legislative Relations, and Tribal & Federal Relations to strategically manage WSDOT's relationships with the media, stakeholders, elected officials, government entities and members of the public. External Relations works to ensure the agency is responsive, transparent, strategic, and inclusive in our communications and relationships with others.

External Relations provide agency vision and direction in areas of:

- Media, marketing, public relations, and crisis communications
- Web communications and social media
- Consistency in branding, visual identity and accessibility of agency publications and graphic design

- Legislative relationships and information, including coordination of agency presentations, testimony, and reports.
- Engagement with federal congressional delegates and federal agencies on matters of federal transportation funding
- Government-to-government consultation with the state's federally recognized tribes

13. GeoMetrix Office

The GeoMetrix Office provides expertise support for capital programs to provide base information, tools and training for project planning, budget development, design, construction, maintenance, and more. The following groups comprise the GeoMetrix Office: **CAE, Survey and Mapping, Right of Way Plans and Visual Engineering Resource Group (VERG).** Please see each groups description and specialty group contact for additional information.

14. Geotechnical Office

The Geotechnical Office is responsible for providing geotechnical and engineering geology design and construction support. They are based in the Materials Lab, and their main purpose is to make sure that soil and rock can support the loads placed on it by transportation structures, including the design of structure foundations as well as the design of retaining walls. They also assess and design cut and fill slopes to make sure that they are stable, as well as the design of repairs to slopes that have become unstable (e.g., landslides and rock fall).

15. Hydraulics

Hydraulics provides technical support in the fields of hydraulics, fish passage, hydrology, and stormwater to ensure that WSDOT roadways provide a safe, effective, and efficient movement of people and goods while maintaining the natural movement and treatment of water throughout the watersheds and water bodies on the state highway system.

16. Local Programs

Local Programs provide educational, technical, and financial support to cities, counties, and other transportation partners such as tribal governments, ports, and transit agencies. Region Local Programs coordinates communication and funding resources between local agencies and state and federal programs.

17. Maintenance

Maintenance oversees the day-to-day needs of maintaining the state highway system, including lanes, ramps, bridges, traffic signal systems and rest areas. Maintenance processes permits such as Adopt-a-Highway and permits, as well as maintenance tasks like snow plowing, bridge openings, vegetation removal, etc.

18. Materials

The State Materials Office located at the State Materials Laboratory Building provides materials approval, acceptance, and quality assurance program policies, as well as provides fabrication inspection, materials testing, testing standards, materials tester certifications and materials quality assurance expertise in support of the statewide construction program.

19. Multimodal Planning & Data[1]

Headquarters – Multimodal Planning & Data Division (MPDD):
HQ Transportation planning tackles the essential role of gathering information from all affected voices to help transportation decision-makers develop policy and choose the best investments to meet preservation, safety, mobility, environmental, and economic vitality challenges. This feat is accomplished on a foundation of reliable data, provided by three offices that collect, analyze, map, and distribute travel, crash, roadway, and GIS data. Collectively grouped under the umbrella of Transportation Data, GIS & Modeling, these data professionals ensure that quality transportation data is available to a variety of customers and maintain eligibility to use federal transportation funds and meeting the business needs of WSDOT and state and local agency partners.

Three additional MPDD offices use the data to piece together the story of present and future transportation performance challenges. These planning-focused offices collaborate with others to develop statewide plans; align state, regional and local plans; and strengthen the planning discipline both inside and outside WSDOT. Multimodal planning takes a statewide perspective to consider all modes of transportation, working across state agencies, planning regions, local governments, communities, and tribal governments.

Regions: Region planning offices coordinate functions within regional areas, including tribes, metropolitan planning organizations, regional transportation planning organization and their local jurisdictions. Each WSDOT Region has four primary work areas within its transportation planning directives and funding:

- Enhanced collaboration with local governments to promote greater consideration of the state's transportation systems and assets during local land use planning and decision-making. This includes review and comment on local comprehensive plans.

- Planning studies at the corridor and sub-area level to provide a performance-based analytical approached to this level of transportation planning and to incorporate and/or pilot methods and initiatives.

- MPO/RTPO coordination, support, and assistance to promote greater consideration of the state's transportation system and assets among the perspectives during planning at metropolitan and regional levels, especially during updates to MPO and RTPO plans or MPO/RTPO-led planning.

- Participation, as needed, in Headquarters-led statewide planning initiatives, such as statewide multimodal transportation plan updates, specific modal or policy issue plan updates, and similar statewide efforts.

- Lead and participate in multidisciplinary Complete Street teams to review, screen, and make recommendation regarding projects' compliance with complete street criteria.

Regions planning offices also work with other region staff to develop technical analyses needed to support regions planning recommendations, MPO/RTPO coordination, support, and assistance to promote greater consideration of the state's transportation system and assets among the perspectives during planning at Program Management

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[1] Several other Headquarters Divisions perform various planning activities including development of statewide plans related to public transportation, rail, freight, active transportation, and TSMO. Contact the respective division for information about these planning activities.

20. **Program Management**

The Program Management program is responsible for managing and reporting on all projects in the highway construction program. Program Management works with region and HQ Capital Program Development and Management (CPDM) Division staff to develop the Capital Improvement and Preservation Program (CIPP) and report on project delivery.

21. **Public Transportation Division**

The Public Transportation Division partners with and administers financial support to public transportation providers, human service providers and transportation demand management practitioners. The division's work includes:

- Alignment of state and federal public transportation grant programs, including those for rural and special needs populations.

- Public transportation planning, including the State Public Transportation Plan and Statewide Human Services Transportation Plan.

- Transportation demand management funding and planning, including commute trip reduction and the Transportation Demand Management Strategic Plan.

- Community engagement with public transportation providers, tribal transportation providers, regional transportation planning organizations and the communities they serve.

- Compliance and safety oversight for public transportation grantees and partners.

22. **Rail, Freight, and Ports**

Freight transportations, including roads, bridges, highways, railroads, pipelines, ports, factories, warehouses, and terminals, are critical to support and growing economic viability. This HQ division manages the Freight System Plan as well as rail reports and plans.

23. **Real Estate Services (RES)**

RES performs and coordinates all real estate transactions for the department including property acquisitions, relocation of displaces, title work, property valuations including appraisals, property disposals and auctions, land transfers, wireless and non-facilities leases, and inventory.

24. **Research and Library Services** (RLS)

RLS provides specialized research and information to improve agency operations and decision making. The Research Program coordinates, funds, and manages research projects and documentation for WSDOT in compliance with national requirements, supports implementation of research results through technology transfer, and acts as a conduit for opportunities for agency staff to participate in significant research at the national level. Library Services provides agency employees with information ranging from quick answers to in-depth literature searches, and access to relevant print and digital resources related to the many disciplines involved in operating our state's transportation system. The Library is a repository of agency publications, including research reports.

25. **Right of Way Plans\Survey Support**

Right of Way Plans are part of the GeoMetrix Office and are part of the WSDOT HQ Development Division, providing technical support in the disciplines of right of way plan development and Survey Support to WSDOT headquarters and regional offices.

Right of Way Plans provides Real Estate Services the right of way documentation needed to secure or dispose of property rights for the safe operation of highway infrastructure.

Survey Support provides guidance on survey equipment and software, field procedures, survey documentation and report writing to keep crews and office personnel proficient in current software and hardware technology. Region right of way and survey teams provide right of way plans, sundry site plans, monumentation maps and documentation, records of survey, and field surveys.

26. **Roadside Development and Landscape Architecture**

Roadside Development coordinates roadside activities and roadside design, which is the area outside the traveled way that includes the impacts of traffic barrier, signs and lighting standards, vegetation, animal habitat and stormwater storage, unpaved median strips, and auxiliary facilities, such as rest areas, pedestrian and bicycle trails, wetlands, and park-and-ride lots. Landscape architects manage roadside resources which applies to all lands managed by WSDOT and may extend to elements outside the right of way boundaries. WSDOT Landscape Architects are involved during planning, design, construction, and maintenance activities when roadsides are affected. Subject areas within the scope of their work include, but are not limited to, visual resource stewardship, tree preservation and reforestation, habitat enhancement, fish passage design using bioengineering and restoring and enhancing the natural environment using native plantings.

27. **Stream Restoration Program**

The Stream Restoration Program coordinates and supports our statewide Fish Passage and Chronic Environmental Deficiencies (CED) programs. We provide policy and technical leadership to ensure fish passage projects meet fish passage standards and the culvert injunction is correctly implemented. Stream Restoration biologists provide technical support on fish passage and stream restoration statewide. We manage WSDOT's Fish Passage Agreement with WDFW, which includes fish passage project support activities (for design, permitting, and construction), and fish passage culvert inventory and habitat assessment. We provide technical assistance to region fish passage design teams; provide guidance on CED and terrestrial wildlife connectivity on fish passage projects; develop/deliver trainings in fish passage (e.g., Construction Inspection Training); conduct post-project fish passage compliance monitoring; coordinate fish passage adaptive management work with regions; manage WSDOT's Fish Passage Database; and report on our progress correcting fish barriers and implementing the culvert injunction.

28. **Survey and Mapping**

HQ Survey and Mapping is part of the GeoMetrix Office. They are responsible for the development and maintenance of the geographic framework that provides the up-to-date statewide datum reference for WSDOT project delivery, establishing geodetic survey control as well as collecting bathymetric, topography and LiDAR as built mapping and structural monitoring for WSDOT project delivery.

29. Transportation Operations

Headquarters and region Transportation Operations offices provide support for traffic analysis, roadway regulations, traffic analysis, operations, signing, pavement marking, traffic control, and roadside electrical systems (lighting, traffic signals, intelligent transportation systems (ITS), etc.). They support traffic modeling, analytics, and field assessments, and the development of the following types of plans, policy, and reports: Intersection Control Type and Intersection Control Evaluation, Interchange Access Revisions, work zone traffic control (WZTC), intersection geometry, channelization, signing, illumination, traffic signal, and ITS. The HQ Transportation Operations office also supports development of weigh stations and weigh in motion equipment.

30. Traffic Management Centers (TMC)

TMCs monitor highway operations using traffic cameras, traffic data sensors, and additional real-time information sources to conduct highway operations and provide rapid driver feedback through multiple communications systems such as electronic signs, highway advisory radios, and multiple media formats (internet, phone apps, television, radio, etc.). TMCs oversee operations of the WSDOT Incident Response crews, and coordinate responses with the Washington State Patrol and other emergency services, covering everything from minor traffic incidents to major emergencies and disasters.

31. Transportation Data, GIS & Modeling Office (TDGMO)

The TDGMO office provides accurate and reliable roadway, traffic, and crash data. They collect, process, analyze and report data for the state transportation system, and deliver specialized GIS products and services.

32. Transportation Systems Management and Operations (TSMO)

TSMO considers existing levels of safety and mobility across all our modes as an asset to be intentionally preserved, maintained, and managed. TSMO seeks to operate the existing transportation system as safely and efficiently as possible, many times maintaining or even regaining previous levels of capacity and improving safety performance levels. Implementation of TSMO focuses on cost-effective, near-term solutions that are multi-modal, cross jurisdictional, and applicable on all roadway types.

33. Utilities, Railroads and Agreements

Utilities, Railroads, and Agreements (URA) provide centralized review, technical, and coordinative services for statewide projects and initiatives involving utilities, railroads, and agreements. We ensure compliance with consistent application of utility accommodation, agreement, and railroad policy.

We provide technical guidance and training on agreement development, utility policy, and railroad project coordination.

Utility permits and franchise information as well as guidelines and resources can be found on the Utilities - Permits and Franchises page.

If you are looking for latest version of Standard Form agreements, please visit the WSDOT Electronic Forms page.

Our WSDOT Railroad Liaison provides direct support to regions and other HQ offices with highway-

railroad projects.

If you are looking for active interlocal agreements, please visit the Interagency, Maintenance, Railroad & Utility Agreements page.

For guidance on writing and processing agreements, please review the Agreements Manual.

34. Value Engineering/Risk Assessment

This team manages value engineering and risk assessment. WSDOT requires value engineering for structural projects over $20 million and all projects over $25 million. Projects with estimated total costs less than these amounts can apply value engineering to enhance the performance of a facility, reduce cost, or as a tool to build consensus by engaging stakeholders.

35. VERG

The Visual Engineering Resource Group (VERG) is part of the GeoMetrix Office. VERG provides visualization to communicate design features and possible project impacts or benefits. Their deliverables include 3D modeling, animation, video, and other graphic software packages.

36. Washington State Ferries (WSF)

Washington State Ferries, the largest ferry system in the United States, safely and efficiently carries tens of millions of people a year through some of the most majestic scenery in the world. It operates 21 ferries at 20 terminals on 10 routes plus a maintenance facility.

WSF employs about 2,000 employees. Key departments of the agency include Communications and Public Information, Marine Operations, Vessel Engineering and Maintenance, Terminal Engineering and Maintenance, Eagle Harbor Maintenance Facility and Warehouse, Finance and Administration, Planning / Customer / Government Relations, Safety Systems, and Human Resources.

Specialty Groups

	Group	Contact – HQ/Region Subject Matter Expert
1.	Access and Hearings	LeRoy Patterson
2.	Active Transportation (AT)	HQ - AT Program Manager: Charlotte Claybrooke HQ - AT Program Specialist: Brian Wood NWR: Kenneth Loen OR: Ashely Carle, Yvette Liufau SWR: Kelly Smith NCR: Kathy Murray SCR: Paul Gonseth ER: Jerry Compton WSF: Justin Resnick Central Puget Sound Urban Mobility and Access Planning: Thomas Noyes
3.	Aviation	Christina Crea
4.	Bridge & Structures – Design Bridge & Structures – Inspection and Preservation Bridge & Structures – Asset Management	Amy Leland Roman Peralta Hyung-seop Shim
5.	Complete Streets	HQ: Celeste Gilman HQ: Tim Rydholm HQ: ASDEs Region Contacts
6.	Computer Aided Engineering (CAE)	Jeff Graham HQ CAE Help Desk
7.	Contract Ad & Award Procurement	Jenna Kemp
8.	Contract Services Office	Erik Jonson / Doyle Dilley – Admin Contracts – Consultant Services
9.	Design & Plans Review	See Your Region Contact
10.	Development Services	Chris Schroedel Region Contacts
11.	Environmental Procedures Coordinator/NEPA Specialist	Environmental Services Contacts Lucy Temple
12.	External Relations Division	Kris Abrudan
13.	GeoMetrix Office	Clint Hill See: CAE, Survey and Mapping, Right of Way Plans or VERG for specific contacts.
14.	Geotechnical Office	Andrew Fiske
15.	Hydraulics	Julie Heilman
16.	Local Programs	Contact your Region Local Programs Engineer
17.	Maintenance	Andrea Fortune
18.	Materials	Kurt Williams / Garrett Webster MATS Help – Testing and Transmittals

19.	Multimodal Planning & Data	HQ – Faris Al-Memar NWR and Mt. Baker Area: Todd Carlson OR: George Mazur SWR: Laurie Lebowsky-Young NCR: SCR: Paul Gonseth ER: Char Kay MoM: Robin Mayhew
20.	Program Management –	Tim Rydholm
21.	Public Transportation Division	Tanna Avila
22.	Rail, Freight and Ports	Jason Biggs
23.	Real Estate Services (RES)	Kevin Workman (aka James K. Workman)
24.	Research and Library Services (RLS)	Anne Freeman (Research) Michel Wendt (Library) Devine, Kathryn (Training)
25.	Right of Way Plans \ Survey Support	Sean Simmons
26.	Roadside Development & Landscape Architecture	Juli Hartwig

	Group	Contact – HQ/Region Subject Matter Expert
27.	Stream Restoration Program	Susan Kanzler
28.	Survey and Mapping	Kurt Williamson
29.	Traffic Operations	Steve Haapala: Work Zone Traffic Control Doug McClanahan: Traffic Analysis and Modeling, Pavement Markings Scott Davis: Unsignalized Intersections Trevor McCain: Signing Flint Jackson: Electrical (Illumination, Signals, ITS, Weigh-in-Motion) Dina Swires: Field Assessments, Highway Regulations Clay Peterman: Safety Analyst Scott Zeller: Commercial Vehicles Chris Erickson: Electrical and Electronic Systems Specialist (EESS) Workforce Development
30.	Traffic Management Centers (TMC)	Tony Leingang
31.	Transportation Data, GIS & Modeling Office	Norene Pen
32.	Transportation System Management and Operations (TSMO)	Pamela Vasudeva
33.	Utilities, Railroads and Agreements	Greg Gachowsky – Utilities and Agreements Connie Raezer – Railroad
34.	Value Engineering/Risk Assessment	Mark Gabel
35.	Visual Engineering Resource Group (VERG)	Kurt Stiles
36.	WSF – Subject Matter Experts (SME)	Cesar Mayor

To request changes and updates for this document contact Carol Winfrey.