

Training events and resources with an emphasis on design.

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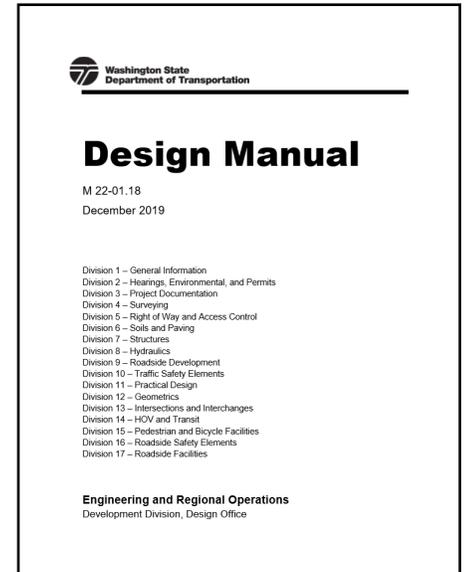


Highlights

Design Manual

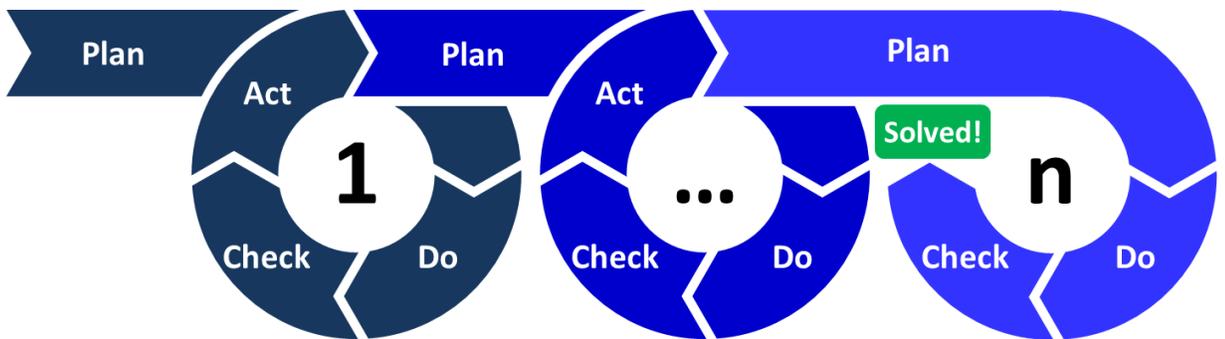
December 2019 Update

The Design Manual has undergone another update. This update was implemented to bring things up to the latest MASH standards. Chapters that were affected are 1010 Work Zone Safety and Mobility, 1120 Preservation Projects, and 1610 Traffic Barriers. The changes were disseminated via webinar on the 30th of January, and again on the 4th of February. If you missed the webinars, you can find the recordings, presentation files, and revision package on the Design Manual's website, and if you have questions regarding the update, contact John Tevis at tevisj@wsdot.wa.gov.



Project Management

For Project Teams, the scope, schedule, and budget are key considerations for any project. WSDOT is committed to project management best practices, and uses a project management process that provides the framework for project teams to deliver projects on time and within scope and budget. This process can be found on the [WSDOT Project Management Web Page](#). The webpage also has resources like the [WSDOT Project Management Guide](#) and helpful tools such as the Master Deliverables List (MDL) and Deliverables Expectation Matrix (DEM). The MDL provides a comprehensive list of project elements while the DEM provides “at-a-glance” information about deliverables during design and project development. WSDOT offers a few Project Management training opportunities. See page 2 of this newsletter for details.



Americans with Disabilities Act (ADA) Information: This material can be made available in an alternate format by emailing the WSDOT Diversity/ADA Affairs team at wsdotada@wsdot.wa.gov or by calling toll free, 855-362-4ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

Title VI Statement to the Public: It is the Washington State Department of Transportation's (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT's Office of Equal Opportunity (OEO). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OEO's Title VI Coordinator at (360) 705-7090. 1

Other Resources

[Construction](#)

Vicki Frucci, CN Trainer

[Roadside Development & Landscape Architecture](#)

Juli Hartwig, PLA

[Traffic Design](#)

Flint Jackson, Traffic

Signals

Brian Walsh, Traffic Mgr.

[Traffic Operations](#)

Monica Harwood, Traffic

Ops.

[Utilities, Railroads & Agreements](#)

Connie Raezer

[HR/Staff Development](#)

Jennifer Martin

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On Demand

WSDOT Project Management Elearning

While the data here may seem a little dated, it is still relevant, useful, and valid. There are some fundamentals of risk and change management that never change.

Change Management

WSDOT has complex and exciting projects which require careful planning and preparation to deliver on time and within budget and scope. This module discusses your role as a Project Manager and how to plan and prepare for potential change to the projects scope, schedule and budget. Project managers are responsible for:

- Identifying, tracking and communicating the nature and impact of change,
- Understanding the thresholds for change management, and
- Seeking approval from the appropriate authority.

With this information you can avoid the pitfalls of the past that resulted from changes that were not managed or identified way too late with significant impacts to the project. [Change Management](#) (YouTube 19 min)

Risk Management

More things may happen than will happen. Successful project delivery relies on an ability to deal with and manage uncertainty. Intentional and deliberate project risk management is much more effective than reacting to surprises as they occur. The following lessons offer an overview of processes and tools to aid in the identification, analysis and response to risk.

- [Overview](#) (YouTube 26 min)
- [Planning](#) (YouTube 14 min)
- [Identification](#) (YouTube 16 min)
- [Qualitative Analysis](#) (YouTube 9 min)
- [Quantitative Analysis](#) (YouTube 13 min)
- [Risk Response](#) (YouTube 15 min)
- [Monitor and Control](#) (YouTube 11 min)

Cost Management using Primavera Scheduler

This lesson provides business process information and Primavera Scheduler demonstrations. Topics include the use of roles/resources or expenses, developing and statusing the project budget, P6 interfaces with WSDOT legacy systems, creating and maintaining baselines, and use of layouts and reports.

- [Overview](#) (YouTube 10 min)
- [Project Setup](#) (YouTube 22 min)
- [P6 Interfaces](#) (YouTube 14 min)
- [Baselines](#) (YouTube 12 min)
- [Resources](#) (YouTube 23 min)
- [Accruals using Resources](#) (YouTube 10 min)
- [Expenses](#) (YouTube 29 min)
- [Accruals using Expenses](#) (YouTube 6 min)
- [Layouts and Reports](#) (YouTube 11 min)

Training events and resources with an emphasis on design.

On-Demand (cont.)

Training Contacts

[Access & Hearings](#)
LeRoy Patterson

[Bridge & Structures](#)
Bijan Khaleghi

[Computer Aided Engineering](#)
Clint Hill

[Design and Development](#)
Mark Gabel

[Environmental](#)
Gretchen Coker

[Highway Safety](#)
Ida van Schalkwyk

[Hydraulics](#)
Alex Nguyen

[Local Programs/LTAP](#)
Lynn Noah

[Practical Solutions](#)
Kate Severson

[Survey Support](#)
Jeff Graham

[Maintenance \(pdf\)](#)
Jim Anderson

Northwest Region Design Nuggets

Bicycle Accommodation

[BIKESAFE: Bicycle Safety Guide and Countermeasure Selection System](#) (FHWA Online design tool)

Pedestrian Accommodation (ADA)

ADA in the Public Right of Way Basics

Accessible Sidewalks: Design Issues for Pedestrians with Disabilities
The following links will prompt you to save the video on your computer.

- [Design Issues for Pedestrians Who Use Wheelchairs](#) (mp4 video)
- [Design Issues for Pedestrians with Ambulatory Impairments](#) (mp4 video)
- [Design Issues for Pedestrians with Low Vision](#) (mp4 video)
- [Design Issues for Pedestrians Who Are Blind](#) (mp4 video)

Accessible Pedestrian Route Design (Video)

- [Part 1](#)
- [Part 2](#)

Featured Resource

Plans Preparation Manual

The Plans Preparation Manual is intended to provide instruction and guidance for preparing Right of Way Plans, Contract Plans, Special Provisions, and Estimate packages for a highway construction projects. It also provides direction and links to standards used in the preparation of these plans.

You can find the Plans Preparation Manual on the WSDOT manuals page, and through this [link](#).

[Appendix 6: Determination of Contract Time](#) of the Plans Preparation Manual is useful when determining contract time. Contract time is the maximum time allowed in the contract for completion of all work contained in the contract documents. Contract time often arises as an issue when the traveling public is being inconvenienced and the contractor does not appear to be aggressively pursuing the work. There may be a number of reasons for a project to appear dormant, such as weather limitations, concrete curing times, materials arriving late, and so on. However, all too often the causes are traceable to excessive time originally established by the contracting agency to complete the project or poor contractor scheduling of operations.

Plans Preparation Manual

M 22-31.07
November 2018

Engineering and Regional Operations
Development Division, Design Office

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Cost Estimating Class

The last class will be: March 11th 2020 in Spokane.

Design Build Summit

March 31 to April 1, 2020
Spokane, WA
More info [here](#).

ASCE International Conference on Transportation & Development

May 26 - 29, 2020
Seattle, WA
More info [here](#).

National LTAP-TTAP-NTTD Annual Conference

July 27 - 30, 2020
Seattle, WA
More info [here](#).

LTAP: Local Technical Assistance Program

TTAP: Tribal Technical Assistance Program

NTTD: National Transportation Training Directors

PMI Global Conference

Oct 17 - 19, 2020
Seattle, WA
More info [here](#).

Instructor-Led



Communicating the Value of TSMO

This course is available anytime for WSDOT employees to take for free in an eLearning environment, but for a limited time it is being delivered as a blended instructor-lead, eLearning based course. It will be delivered over the next month and WSDOT employees can take it for FREE.

The class starts Monday, Feb. 24th.

This course examines the importance of communicating the value of TSMO and the challenges associated with doing that. It presents strategies for how to build a case and tell a compelling story tailored to various audiences. And it describes available tools and provides examples of how they have been used to successfully convey TSMO benefits and success stories.

Registration can be done following [this](#) link, using Payment Code: WSYF20

As with any training, please check with your supervisor for approval to participate in this course.

FHWA – NHI Modern Roundabouts: Intersections Designed for Safety

Training on the benefits of modern roundabouts, and info to plan and consider projects.

- Mar.3 in Tumwater
- No Cost

See the brochure on the LTAP Website for further details and registration.

2020 Annual Right of Way Meetings

[Registration](#) is now open through LTAP for the WSDOT Local Programs Annual ROW Meetings. Meetings will be held from 9:00 AM – 3:30 PM on the following dates:

- Tuesday, March 3, 2020 – Eastern Region (Spokane)
- Wednesday, March 4, 2020 – South Central Region (Yakima)
- Thursday, March 5, 2020 – North Central Region (Wenatchee)

Project Development Process class

Presented by design trainers Darlene Sharar, and Aaron Myton.

Course description – overview of WSDOT's project development process from planning concept to maintenance of the project through interactive discussion and exercises. This course covers planning, programming, scoping, design, plans, specifications and estimates (PS&E), procurement (ad-bid-award), construction, maintenance and operation.

- March 24th at the Tumwater Materials Lab
- March 26th at the Tumwater Materials Lab
- April 21st at Southwest Region
- April 30th at Northwest Region
- May 6th at South Central Region
- May 7th at North Central
- May 12th at Eastern Region