



**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**  
**Division Of Highways**

1900 Kanawha Boulevard East • Building Five • Room 110  
Charleston, West Virginia 25305-0440 • 304/558-3505

**Joe Manchin III**  
Governor

October 1, 2006

**MEMORANDUM**

**TO: ALL HOLDERS OF DESIGN DIRECTIVES**

**FROM: GREGORY L. BAILEY, DIRECTOR  
ENGINEERING DIVISION**

**SUBJECT: 2006 DESIGN DIRECTIVES MANUAL**

Attached for your use is the Engineering Division's newly revised Design Directives (DD) Manual, dated October 1, 2006. This manual replaces the "2004 Design Directives Manual" and all addendums to that manual. Please destroy all copies of the 2004 manual and addendums to the 2004 manual.

A list of the Design Directives that have been revised and are being issued for use with this new manual is also attached. All other directives are the same as the 2004 manual with some minor changes.

An electronic version of this manual is available on the engineering and publications web site at [www.wvdot.com](http://www.wvdot.com). Revisions to this manual will be distributed by mail and will be posted on the web site. This web site contains the publications used for engineering and construction and is updated frequently.

Any questions concerning the issuance of the 2006 manual or any of the design directives should be directed to Mr. Lovell Facemire at (304) 558-0601.

JES:Bj

Attachments

<b>DD Number</b>	<b>DD Name</b>	<b>Change</b>
101	Correspondence	Updated contact information
104	Pre-Bid Conferences	Revised to indicate required scheduling for the conference
105	Specification Approval Process	New DD describing the process to be followed for approval of non-project specific specifications and Special Provisions
200	Project Development Process	Revised to indicate when L & D Approvals and Line and Grade Approvals are obtained in the project development process
202	Field and Office Reviews for Initial Engineering, Preliminary Engineering and Final Design	Revised Distribution Chart to include Project-Specific Special Provision submittal and distribution, Working Time Chart, to indicate when L & D Approvals and Line and Grade Approvals are obtained in the project development process, updated contact information, and to include Design Exception Reports and intersection/interchange calculations in checklists
203	Natural Resources Conservation Coordination	Formerly Design Directive 205 – renumbered and revised to change Soil Conservation Service name
204	Guidance For Use Of CPM Schedules For Projects Under Design	Formerly Design Directive 208 - renumbered. New DD describing the process of using Critical Path Method schedules for design projects, also gives the forms to be utilized
205	Preparation Of Design Studies	New DD describing the preparation and review process for Design Reports and Studies
206	Location And Design Approval Process	New DD describing the process for obtaining Location and Design Approvals at the end of Initial Engineering
207	West Virginia Division of Highways “Context Sensitive Solutions” Policy	New DD which describes the Division’s policy concerning “Context Sensitive Solution”; to be applied throughout the Division of Highways
250	Dust Palliative	Formerly Design Directive 203 – renumbered
251	Temporary Erosion Control	Formerly Design Directive 204 – renumbered and changed contact names
252	Environmental Mitigation Items	Formerly Design Directive 206 – renumbered
253	Noise Analysis and Abatement Guidelines	Formerly Design Directive 207 – renumbered
306	Approval Procedure For Water Supply and/or Sewer Installations or Relocations	Updated to comply with current Department of Health standards
312	Deed Description Preparation For Division of Highways Property Acquisition	Revised to allow submittals on all forms of electronic media
313	Asbestos Inspection Reports	Revised Report Distribution Table on Page 6

<b>DD Number</b>	<b>DD Name</b>	<b>Change</b>
401	Procedure for Core Boring Contracts	Updated contact information
402	Soil and Geologic Data	Updated to require reports to be submitted on CD as well as print
403	Guide for Design in Cut Sections	Updated to include drawings inadvertently left out of the 2004 issue of the Design Directives Manual and to change Soil Conservation Service name
407	Guidelines For Unsuitable Material	Updated for revision of an item number
504	Design Discharge Determination	Revised to change Soil Conservation Service name
601	Geometric Design Criteria for Rural Highways	Updated for new 2004 edition of AASHTO "A Policy on Geometric Design of Highways and Streets", new 2005 edition of AASHTO "A Policy On Design Standards Interstate System", and VLVL bridge widths and approvals
603	Spiral Curves and Superelevation	Updated for new 2004 edition of AASHTO "A Policy on Geometric Design of Highways and Streets"
609	Interstate RRR Standards and Guidance	Updated for new 2004 edition of AASHTO "A Policy on Geometric Design of Highways and Streets", new 2005 edition of AASHTO "A Policy On Design Standards Interstate System".
610	Geometric Design Criteria for Urban Highways	Updated for new 2004 edition of AASHTO "A Policy on Geometric Design of Highways and Streets" and new 2005 edition of AASHTO "A Policy On Design Standards Interstate System"
621	Intersections (Sight Distance)	Updated for new 2004 edition of AASHTO "A Policy on Geometric Design of Highways and Streets"
622	Intersections on Rural Divided Highways	Updated for new 2004 edition of AASHTO "A Policy on Geometric Design of Highways and Streets"
624	Ramp Terminals	Updated for new 2004 edition of AASHTO "A Policy on Geometric Design of Highways and Streets"
644	Hot-Mix Asphalt	Revised the tack coat application rate
687	Existing Roads Used as Detours or Haul Roads	Revised for a spelling correction
711	Guidance For Evaluation of Contractor's Bids	New DD describing the process to be used to evaluate contractor's bids received on projects
805	Use of Corporation Lines	Updated to reflect current practice

<b>DD Number</b>	<b>DD Name</b>	<b>Change</b>
820	Development And Writing of Specifications	New DD describing the format and content required when writing a new specification or special provision