

PART A – DEPARTMENT ORGANIZATION

SECTION A1.00 – FUNCTIONS AND RESPONSIBILITIES

A1.01 General. DelDOT’s mission is to provide a safe, efficient and environmentally sensitive transportation network that offers a variety of convenient and cost-effective choices for the movement of people and goods. Some of the major functions of DelDOT are the planning, design, construction, and maintenance of roadways, bridges, and other multi-modal transportation facilities within the State. The construction and improvement of roads and bridges involves close coordination among the divisions within DelDOT.

Figure A-1 shows the organization chart for DelDOT.

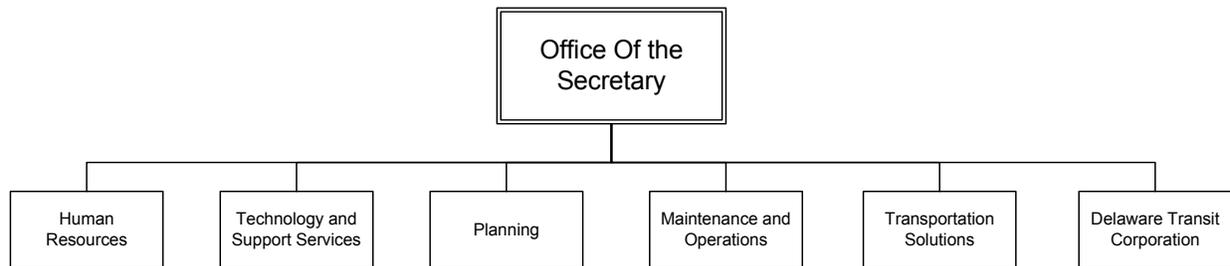


Figure A-1: DelDOT Organization Chart

The general functions of some of the divisions of DelDOT are briefly listed below.

Maintenance and Operations: Inspecting, maintaining, managing and operating Delaware's roads, bridges and toll facilities.

- Transportation System Maintenance
- Pavement Management
- Community Transportation Program
- Bridge Management
- Toll Operations
- National Pollutant Discharge Elimination System (NPDES)
- Stormwater Management
- Sign Fabrication and Installation
- Pavement Markings
- Street and Overhead Sign Lighting
- Public Works
- Roadside Beautification

- Outdoor Advertising
- Business Management

Transportation Solutions: Developing and constructing all projects as dictated by the Statewide Long Range Transportation Plan.

- Project Development
- Construction
- Statewide Support
 - Bridge Design
 - Environmental Studies
 - Materials & Research
 - Quality
 - Team Support
 - Traffic

Planning: Providing all planning services to meet the long-range vision of the Department and the Governor's goals for Livable Delaware.

- Development Coordination
- Statewide and Regional Planning
- Statistical Research and Special Programs
- Real Estate
- Transportation Enhancements

SECTION A2.00 – OTHER PARTICIPATING ORGANIZATIONS

A2.01 Federal Highway Administration. The Federal Highway Administration (FHWA) in Delaware is supervised by a Division Administrator and a staff of specialists. The FHWA works in close coordination with the Department staff to ensure the annual Federal-Aid construction program meets Federal and State administrative requirements and construction standards. The Department has the responsibility for determining the needs, establishing priorities and the design, and ensuring that proper bidding and administrative practices and procedures are in place for all construction activities. All projects participating in Federal-Aid are identified on the title sheet of the project plans and contract documents.

The FHWA Area Engineer is the Division Administrator's representative on all field matters and is a frequent visitor to construction projects. The FHWA Area Engineer provides technical assistance and may take part in both technical and administrative inspections. Some of the FHWA inspection requirements include review of the Contractor's progress, quality of work, Contractor's payrolls, testing procedures, field measurements, and all contract changes. Please refer to Appendix C of Part J for more information regarding the FHWA.

A2.02 United States Army Corps of Engineers. The Corp of Engineers is the agency responsible for issuing permits for construction in and adjacent to wetlands. The Division of Planning coordinates with the Corps of Engineers to obtain the necessary permits. This agency also participates financially in the construction or reconstruction of highway bridges when they cross waterways for which the Corps of Engineers is responsible.

A2.03 Soil Conservation District. Soil Conservation Districts, also known as Natural Resources Conservation Services, perform extensive land drainage and reclamation programs, particularly in Kent and Sussex Counties. The State frequently cooperates by providing new or alternatives to existing culverts, bridges, and drainage pipes in accordance with the Soil Conservation District's conservation plans. Based on the type of project, the Soil Conservation District may participate in the cost of the project.

A2.04 Railroads. The Railroads and the Department often share the cost of both grade crossings and grade separation structures or improvements. All work across or near railroad rights-of-way requires a permit from the railroad. The Design Services Section of Transportation Solutions is responsible for coordinating with the railroads and securing the permits.

A2.05 County or Municipality. City and Town Agreements are sometimes made with county and municipal governments to share the cost of construction. Team Support in the Division of Transportation Solutions is responsible for coordinating with counties and municipalities and securing the City and Town Agreements.

A2.06 Private Participation. There are occasions when it is mutually beneficial to the State and a private interest for the joint construction of a specific highway facility. In such instances, arrangements for sharing the costs are made prior to start of the planning of the project.

