CHAPTER 10 – DIVISION OF DESIGN

Topic 11 – Organization and Functions

Index 11.1 – Organization

The Division of Design (DOD), a part of Project Delivery, is comprised of the Engineering Program with the following offices: CADD and GIS, Highway Drainage Design, Innovative Design and Delivery, Performance Management, Project Support, Standards and Procedures, Storm Water Management Design; as well as the Landscape Architecture Program with the following offices: Landscape Architecture Standards and Procedures, Landscape Architecture Support and Planning, Professional Development, and Strategic Information & Business Management. Additionally, the Project Delivery Coordinators represent the Chief, DOD, in the California Department of Transportation (Department) Districts, maintaining liaison and coordinating District and Headquarters activities, ensuring consistent and uniform application of statewide policies, standards, procedures, guidelines and practices. See Figure 11.1 for information on the functional duties performed by the various offices in the DOD.

As the Chief Design Engineer within the DOD, the Chief, Division of Design provides technical and procedural advice and assistance to the Districts in support of the development of transportation projects as follows: establishes, maintains and monitors the project development process in accord with all applicable State and Federal laws and regulations; establishes engineering standards and procedures for application of standards on a statewide basis; approves exceptions to non-delegated boldface design standards; monitors project development related reports, facilitates performance management and process improvement activities. The Chief, DOD also is a member of the AASHTO Subcommittee on Design.
Division of Design Functional Organization Chart

Executive Secretary

Division Chief

Design

Assistant Division Chief

Landscape Architecture

Professional Development

Hydraulics & Stormwater Design

Innovative Design & Delivery

Construction Contract Standards

Performance Management

Project Support

Standards & Procedures

CADD & Engineering GIS Support

Landscape Architecture Support & Planning

Strategic Information & Business Management

Landscape Architecture Standards & Procedures

Roadside Design Standards

Roadside Management

Research & Innovation

Source Control

Water Conservation

Division of Design Research

CADD Support & Engineering GIS Support

Computer Aided Design & Drafting (CADD) Standards & Procedures

Editor: CADD User Manual & Plans Preparation Manual (PPM)

CADD Equipment Procurement

Landscape Architecture Program

Scene Highways

Visual Impact Assessments

SHOPE Roadside Preservation

Worker Safety

Safety Roadside Rest Areas

District Support

Landscape Freeways

Landscape Architecture Coordination

Transportation Art

Gateway Monuments

Community Identifiers

SMART Strategic Plan & Business Plan

Contract & Resource Management

Employee Training Support

Design Academies & Seminars Support

Professional Licensing Assistance Program Support

Value Analysis & CMGC Support

Web Management & Development

Document Retrieval System (DRS)

Technical/Admin/Developmental Support

Electronic Document Management System (EDMS) Steering Committee Support

Design Manuals & Publications Support

Equipment Inventory/Software Licenses

Load Bearing Structures Design Standards

Standard Plans

Standard Special Provisions (SSPs)

Notice to Bidders & Special Provisions

Special Notices

Standard Bid Items

Bid Book

Liaison for Division of Design to Districts and FHWA

Interpret & Clarify HQ Policies, Standards & Practices for Districts

Assist in Development of Design Policies, Standards and Project Development Procedures

Approve Deviations of Non-Delegated Boldface Standards

Participate in District Project Development, Condensation Evaluation and Value Analysis Teams

Performance Management

Quality Management

Performance Measures

Process Reviews

Continuous Improvements

DOD Stewardship Agreement

Project Support

Geometric Design Support

Resolution of Necessity

Encroachments Policy Exceptions

Utility Policy Exceptions

Route Matters

Cost Estimating

Geometric Design Standards, including Roadway, ADA, Pedestrian & Bike Facilities

Project Development Procedures

Editor: Highway Design Manual (HDM) & Project Development Procedures Manual (PDM)

New Products Coordination & Liaison

Design Legal Liaison