



APPENDIX A DIRECTORY OF ADOT/FHWA CONTACT STAFF

- DESIGN & DEVELOPMENT
 - a) Project Scoping and Procedures used for project development

 - b) Design Exceptions/Variances Procedures for approval of design
*ADOT Contact: exceptions as part of Project Scoping.
Tim Wilson, Roadway Predesign
(602) 712-6962*

 - c) Standards
Design & Construction standards.
*ADOT Contact:
Chris Cooper, Roadway Design
(602) 712-7082*

 - d) Specifications
Project administration and materials
*ADOT Contact:
specifications (PS&E).
Barry Crockett, Contracts & Specifications
602-712-7221*

- ENVIRONMENTAL APPROVAL
Use ADOT/FHWA process.
*ADOT Contact:
Thor Anderson, Environmental Planning Group
602-712-8637*

- RIGHT-OF-WAY ACQUISITION
 - a) R/W clearance and certification
Response to FHWA 59 point
*ADOT Contact:
questionnaire.
Louis Malloque, R/W Project Management
602-712-8755*



- UTILITIES & RAILROADS
 - a) Utility clearance certification
Procedures for prior rights determination.

Procedures for federal-aid

reimbursement of utility relocation costs.
 - b) Railroad/Highway Grade crossing
Procedures for project agreements with
ADOT Contact:
the RR for railroad projects improved as

part of a highway construction project.
Robert Travis PE State Railroad
Liaison/Statewide Utility Engineer
602.712.6193
Kamal Mirtalaei PhD, PE, SE MAG
Utility Program Manager 602.712.7643
- CONSTRUCTION ADMINISTRATION
 - a) Construction Inspection
 - b) Materials Testing
 - c) Quality Assurance, Independent testing, frequencies
 - d) Project Final Acceptance
 - e) Labor Compliance
 - f) Resolution of Claims
ADOT Contacts:
Julio Alvarado, Construction Group
602-712-7323
Appropriate ADOT District Office
- PROCUREMENT
 - a) Procurement of Consultants
Procurement procedures.
ADOT Contact:
Susan Tellez, Engineering Consultants Services
(602) 712-7720
 - b) Procurement of contractors
Procurement code and procedures for
ADOT Contact:
construction projects.
Barry Crockett, Contracts & Specs
Complete bid package.
602-712-7221
 - c) Equipment Procurement
Equipment procurement code and
ADOT Contact:
procedures
Terri Johnson, Procurement
(602)-712-8364
- CIVIL RIGHTS
 - a) DBE requirements

ADOT Contact:
Eddie Edison, Civil Rights Office
602-712-7761



- **INTERNAL AUDIT PROCEDURES**
Approval of the single audit process
ADOT Contact:
by ADOT.
Robert Gallas, *Audit & Analysis*
602-712-7237

ADOT Contact:
John Dickson, Local Government
Section
602-712-8683

- **ADMINISTRATIVE PROCEDURES**
ADOT will provide the procedures, and
 - a) FHWA Authorization of the format for all administrative Federal-aid Funds procedures.
 - b) Reimbursement of contractor payments and other eligible federal-aid costs.
 - c) Records Retention
 - d) ADOT Process Review

Sharon Gordon, FHWA, (602) 382-8972 , is involved in all of the activities of the Certification Acceptance process.