



Multi-Agency Permitting (MAP) Team Business & Operations Plan

April 11, 2012



US Army Corps
of Engineers®



Washington State
Department of Transportation



King County
DDES



Washington
Department of
FISH and
WILDLIFE



DEPARTMENT OF
ECOLOGY
State of Washington

Contents

BACKGROUND	1
MISSION	2
GOALS	2
OBJECTIVES	3
MEASURING AND REPORTING TEAM PERFORMANCE.....	4
MAP TEAM COMPOSITION	4
WSDOT	4
ECOLOGY	5
WDFW	5
USACE	6
KCDDDES.....	6
MAP TEAM PERMITTING PROCESS	7
MAP TEAM COMMUNICATION PROTOCOL.....	8
MAP Team Communications with WSDOT	9
Communicating within our own Agencies	11
Communicating Substantial Information Changes	11
Communication Tools.....	12

Multi-Agency Permitting (MAP) Team Business and Operations Plan

BACKGROUND

The Multi-Agency Permitting (MAP) Team is a project delivery organizing framework developed by the Washington Departments of Transportation (WSDOT), Ecology (WSDOE), and Fish and Wildlife (WDFW) as a model with which to apply the processes and tools developed in the Transportation Efficiency and Accountability Committee (TPEAC, established in May of 2001 with the passage of the Environmental Permit Streamlining Act [RCW 47.06 C]) across the entire spectrum of transportation projects. The MAP Team consists of representatives from regulatory agencies and WSDOT who are responsible for meeting project timelines and permitting requirements for a given set of state transportation projects. This MAP Team is comprised of a set of technical experts that will expedite permitting for transportation projects; therefore, they will set schedules for permit delivery to ensure that project advertisement dates are met.

The MAP Team is not a TPEAC subcommittee but is the application of a permit streamlining concept generated by TPEAC. “Streamlining” refers to efforts to facilitate the timely delivery of quality transportation programs, protect and enhance environmental quality, and make effective and efficient use of agency resources. This occurs through the continued development of concurrent interagency coordination and cooperation on environmental and transportation issues, which includes:

- Applying consistent standards
- Reducing duplication of efforts
- Providing clarity and predictability through the life of a project
- Resulting in better decisions over shorter time frames

As such, TPEAC funds were used to help establish the first MAP Team. At that time it was envisioned that subsequent teams, if warranted, would be supported by WSDOT project funds. In November 2003, [the first MAP Team](#) was formed. The team consists of representatives from:

- Washington State Department of Transportation (WSDOT)
- Washington State Department of Ecology (Ecology)
- Washington Department of Fish and Wildlife (WDFW)
- United States Army Corps of Engineers (USACE)
- King County Department of Development and Environmental Services (joined January 2004) (KCDDDES)

TPEAC envisioned that the MAP Team would be co-located in the same office at least a portion of each week to provide permitting services for a selected set of WSDOT

projects. Additionally, the MAP Team permitting process would identify potential permitting risks, develop cooperative processes and solutions, and provide a unified package of environmental information to the WSDOT project manager early enough in project development to make a difference. As such, the MAP Team could help WSDOT reduce environmental impacts and provide a structured environmental permitting process resulting in efficient project delivery.

MISSION

The Washington State Departments of Ecology (Ecology), Fish and Wildlife (WDFW), Transportation (WSDOT), the United States Army Corps of Engineers (Corps), and King County (KC) believe that by working together, in the same location on the same projects, permit and regulatory decision-making for state transportation projects will be improved for all. As such, these agencies form the first state MAP Team and are empowered with the purpose and responsibility of upholding and embracing the public call for:

- ✓ Governmental cooperation, collaboration, creativity, and team work;
- ✓ Streamlined permitting and regulatory decision-making;
- ✓ Effective environmental protection and impact mitigation; and
- ✓ Efficient delivery of transportation improvement projects that balance and are accountable to community, economic, and environmental values.

The MAP Team services state transportation projects that are primarily located within WSDOT's Northwest Region.

GOALS

In order to fulfill the MAP Team mission, the following must be achieved:

Goal 1: Permitting Predictability

Issue all permit decisions within a timeframe that:

- Does not delay the contract advertisement date for the project.
- Meets MAP Team resource agency permit process timeline statutes.

Goal 2: Inter-Agency Early Project Coordination

Provide WSDOT with effective early technical and regulatory guidance and feedback that:

- Assists WSDOT in making critical design and environmental decisions before the project footprint is set.
- Assists WSDOT in developing complete permit applications.

Goal 3: Inter-Agency Accessibility

Be responsive and available to help WSDOT resolve permitting issues quickly.

Goal 4: Inter-Agency Relationships

Maintain and strengthen the working relationships between MAP Team resource agencies and WSDOT.

Goal 5: Effective Environmental Protection and Mitigation

- Provide MAP Team with adequate demonstration of avoidance and minimization of impacts to aquatic resources.
- Provide WSDOT with effective technical and regulatory guidance and feedback that assists WSDOT in selecting, designing and constructing project mitigation sites.

OBJECTIVES

In order to meet the MAP Team goals, the following must be met:

Objective 1: Permitting Predictability

- Achieve at least 80% complete application rates within 15 days of the JARPA submittal date.
- Issue all permit decisions before the AD or RFP date 100% of the time.
- Meet all MAP Team resource agency permit process timeline statutes at least 95% of the time.

Objective 2: Inter-Agency Early Project Coordination

- Achieve at least 80% customer satisfaction rating for assisting WSDOT in making critical design and environmental decisions before the project footprint is set.
- Achieve at least 80% customer satisfaction rating for assisting WSDOT in developing complete permit applications.

Objective 3: Inter-Agency Accessibility

- Achieve at least 80% customer satisfaction rating for responsiveness and availability in helping WSDOT resolve permitting issues quickly.

Objective 4: Inter-Agency Relationships

- Achieve at least 80% customer satisfaction rating for maintaining and strengthening the working relationships between MAP Team resource agencies and WSDOT.

Objective 5: Effective Environmental Protection and Mitigation

- Achieve at least 80% customer satisfaction for providing MAP Team with demonstration of avoidance and minimization of impacts to aquatic resources with permit application submittal.
- Achieve at least 80% customer satisfaction rating for providing WSDOT with effective technical and regulatory guidance and feedback that assists WSDOT in selecting, designing and constructing project mitigation sites.

MEASURING AND REPORTING TEAM PERFORMANCE

The MAP Team Manager reports on MAP Team performance on a semi-annual basis (2 reports per year). Each year, the first performance measurement period covers January through June while the second performance measurement period covers July through December. The MAP Team Manager provides an electronic copy of the report to MAP Team Steering Committee members, MAP Team members and places it on the [MAP Team Performance Measures webpage](#).

MAP TEAM COMPOSITION

Team Members, Roles and Responsibilities

WSDOT

The MAP Team Manager provides team leadership and ensures resource agency permit decisions are issued within a predictable timeframe to support WSDOT project delivery. As such, the position establishes permit delivery schedules and priorities for the team, coordinates staff efforts, and ensures WSDOT project schedule deadlines are met. This position plans, directs and oversees team efforts and communicates team performance to MAP Team members, member resource agency managers, and WSDOT staff and managers. The MAP Team Manager develops and makes adjustments to the MAP Team structure and process as necessary to ensure performance targets are met and continuously seeks permit streamlining opportunities, recommends and implements additional operational changes as needed to increase and balance team productivity. The Team Manager manages MAP Team operations under general oversight of the MAP Team Steering Committee and leads quarterly steering committee meetings. The Team Manager resolves disputes within the team, resolves or facilitates the resolution of project-specific issues, and elevates issues that cannot be resolved. When necessary, the MAP Team Manager facilitates the coordination of WSDOT headquarters environmental and WSDOT regional environmental staff to resolve technical or permitting issues that have the potential to delay issuance of MAP Team permit decisions.

The MAP Team Coordinator provides focused assistance to the MAP Team in the areas of data collection, analysis and reporting, customer service, coordination and administrative functions. The position collects, analyzes and reports team

performance data to the MAP Team Manager. The MAP Team Coordinator maintains the MAP Team website as an important informational tool for customers, assists in the development of additional permitting assistance tools, interacts with staff and customers, and continuously seeks new ways to improve MAP Team customer service. The Team Coordinator performs a variety of team coordination and administrative functions (schedules team meetings, obtains routine project information updates from the WSDOT, maintains project files, orders office equipment and supplies, assists in training of new MAP Team members, etc.) to assist the MAP Team Manager and the team overall.

ECOLOGY

The Federal Project Coordinator prepares all Water Quality Certification/401 permits, and Coastal Zone Management Act (CZMA) consistency analyses for MAP Team projects. The position additionally serves as a liaison between WSDOT and Ecology for a variety of issues relating to water quality permitting, appropriate Best Management Practices, communication paths, etc. In this capacity, the position closely coordinates and interacts with the Federal Project Coordinators/liaisons in Ecology headquarters.

The Wetland Specialist reviews all wetland-related aspects of MAP Team projects. This work includes assessing wetland impacts, evaluating and approving mitigation plans, and working with WSDOT to develop innovative mitigation opportunities. The wetland specialist directly assists the Ecology Federal Project Coordinator when writing wetlands conditions for the 401 Water Quality Certifications and represents Ecology when discussing wetlands issues for MAP Team projects.

The Stormwater Engineer reviews all MAP Team projects to determine compliance with relevant stormwater manuals. The position directly assists the Ecology Federal Project Coordinator in a capacity similar to the Ecology Wetlands Specialist. The Ecology Stormwater Engineer coordinates closely with Ecology's Northwest Regional Office on General and Individual Section 402 National Pollution Discharge Elimination System (NPDES) Permit issues for WSDOT projects. The position provides additional assistance and support to WSDOT NWR engineering staff through review of project compliance with the Western Washington Stormwater Manual (WWSWM), WSDOT Highway Runoff Manual (HRM) and early design input.

WDFW

The Habitat Biologist is responsible for assuming lead permitting, mitigation, and technical assistance on WSDOT transportation projects containing HPA issues. This will include assessing possible impacts to fish life from transportation project proposals, identifying appropriate mitigation alternatives in accordance with the agency's mitigation policy, and developing and issuing an HPA for transportation project proposals in the MAP Team framework. This will ensure a consistent policy and permitting framework for WSDOT projects.

The Environmental Engineer is responsible for environmental engineering technical assistance on WSDOT transportation projects containing HPA issues. This will include identifying appropriate mitigation alternatives in accordance with the agency's mitigation policy; designing and developing engineering solutions for transportation project proposals in the MAP Team framework; and analyzing fish passage barriers, stormwater quantity and quality treatment systems, channel design, stream bank protection, soil studies, and habitat restoration. This will ensure a consistent engineering framework for WSDOT projects.

USACE

The Permit Project Manager is responsible for processing of all Nationwide and Individual Section 404 and Section 10 permits. Position duties include, but are not limited to the following: responsible for review and approval of wetland delineation and mitigation plans; oversight to ensure that Section 7 and Section 106 coordination have been completed; review of information and final documentation on 404(b)(1) guidelines analysis; and ensure tribal coordination has been completed. In addition, the position is responsible to ensure compliance with permit conditions.

KCDDDES

The Site Development Specialist is responsible for the project management, review and processing of local clearing and grading permits, coordinating other county permits or approvals and coordinating with other county agencies that may have reviews, permits or approvals. The position serves as the primary point of contact for King County project management for Clearing/Grading permit and ensures project compliance with relevant King County development and environmental regulations (Critical Areas, Floodplain, Shorelines). The position also acts as the liaison between county staff and appropriate state and federal staff. The Site Development Specialist actively involves key county staff in project coordination meetings when needed (KCDOT, KC Parks, KC Rivers Section for Floodplain and Sammamish River Management). Additionally, the Site Development Specialist keeps appropriate KCDDDES & other King County department staff informed of project status.

Steering Committee

The MAP Team Steering Committee provides guidance on overall strategic direction for matters such as operating policy, procedures, and related matters affecting the MAP Team as a whole. The Steering Committee, which contains management representation from each member agency, meets quarterly. The MAP Team Manager organizes and facilitates these quarterly meetings.

Team Co-location

MAP Team members are operationally co-located at Ecology's Northwest Regional Office on Monday of each week and other days as necessary depending on team workload. MAP Team members may locate at their respective agency offices the

remainder of each week. Any changes to this co-location strategy must first be approved by the MAP Team Manager.

MAP Team office space at Ecology's Northwest Regional Office is provided by Ecology through an Interagency Agreement between WSDOT and Ecology.

Team Funding

All staff positions on the MAP Team are funded by WSDOT. Ecology, WDFW, and Corps of Engineer positions are funded through an Interagency Agreement between WSDOT and each resource agency. The King County position is funded by WSDOT projects through direct project hourly labor charging.

MAP TEAM PERMITTING PROCESS

The MAP Team permitting process is organized by three distinct phases that correspond with WSDOT's planning, design and construction phases for design/build and design/bid/build project delivery methods.

Early Project Coordination Phase

The Early Project Coordination Phase begins when the MAP Team is first contacted by WSDOT about a specific project and concludes when WSDOT submits the permit application packages to the MAP Team. Often, WSDOT will begin coordination with the MAP Team during project scoping or early in design when impacts to water features such as wetlands, shorelines, streams below OHWM and stormwater hydraulics have been conceptually identified. During the Early Project Coordination Phase WSDOT can request an Early Project Coordination (EPC) Meeting with the MAP Team. An EPC Meeting is a chance for WSDOT to present a project to the MAP Team and get early technical and regulatory feedback from each resource agency before permit applications are developed. Specific EPC meeting expectations are outlined in the [MAP Team EPC Meeting Purpose Statement](#).

Permit Review Phase

The permit review phase begins when the MAP Team receives the permit application packages from WSDOT and concludes when all resource agencies have issued their respective permit decisions for the project. Typically, WSDOT will frequently coordinate with the MAP Team during the Permit Review Phase, particularly if the resource agencies have determined additional information or clarification from WSDOT is needed to issue a permit decision.

Construction/Compliance Phase

The Construction/Compliance Phase begins when all MAP Team resource agencies have issued their respective permit decisions for the project and concludes when project construction is completed. (Note: mitigation monitoring required by resources agency permits may continue beyond construction completion.) During the Construction/Compliance Phase, WSDOT may coordinate with MAP Team resource agencies to seek clarification about permit conditions, request permit modifications

and/or request MAP Team technical expertise to help resolve any permit compliance related problems encountered during construction.

Issue Resolution Process

To the greatest extent possible, any issues arising during the MAP Team permitting process shall be resolved as part of normal MAP Team operations. “Normal MAP Team operations” refers to communication that normally occurs during the permitting process between the resource agency member and WSDOT. However, in the event that issues cannot be resolved during normal MAP Team operations, the MAP Team will use the MAP Team [Issue Resolution Process](#). The process will be used to resolve issues that, if left unresolved, would delay or prevent the issuance of permits by MAP Team resource agencies.

MAP TEAM COMMUNICATION PROTOCOL

Communicating within the MAP Team

Timely and effective communication and coordination are essential to the success of the MAP Team permitting process. This communication protocol is intended to outline the primary communication and coordination paths both within and outside of the MAP Team. The MAP Team views communication as an ongoing and necessary activity during the MAP Team permitting process. This communication protocol allows for variability depending on the project-specific circumstances, while providing a basic framework that clarifies MAP Team communication expectations. The communication protocol includes specific procedures, responsibilities and tools that will contribute to open communication among those involved in the MAP Team permitting process.

Team Co-location

The MAP Team will be co-located together a minimum of one day per week (typically each Monday) at Ecology’s Northwest Regional Office. Additional days per week may be needed based on workload needs. The MAP Team Coordinator will schedule such additional days needed for MAP Team meetings in advance with Mondays and Tuesdays being more highly preferred over days occurring later in the week. For the remainder of the week, MAP Team staff whose home office is not the MAP Team office may return to work from their home office. Any changes to the MAP Team co-location strategy must first be approved by the MAP Team Manager.

Points of Contact

MAP Team resource agency members will serve as the staff level point of contact for their agency for issues relating to MAP Team projects. MAP Team resource agency members needing information from another member resource agency will first consult that agency’s representative(s) on the MAP Team to obtain the information.

Weekly Team Meeting

To ensure timely and available communication for coordination on permits and other work products, a weekly team meeting will be held each Monday to discuss work schedules, project review status and priorities, project schedule risks, issues, and

other relevant issues. The MAP Team Manager will ensure a current meeting agenda is available for each weekly meeting and will facilitate the meeting. If the MAP Team Manager is absent, he/she may designate a substitute facilitator for the weekly team meeting. It is intended that all MAP Team members attend each weekly MAP Team meeting.

MAP Team Manager Communication Responsibilities

As part of the MAP Team Manager's designated roles and responsibilities identified earlier in this plan, the MAP Team Manager will initiate and facilitate communication within the Team as needed. This includes facilitating meetings, facilitating the resolution of team and project related issues, communicating project needs to the MAP Team, communicating MAP Team process needs to WSDOT, working with WSDOT and MAP Team members to set project priorities and permit review schedules, and other duties.

MAP Team Coordinator Communication Responsibilities

As part of the MAP Team Coordinator's designated roles and responsibilities identified earlier in this plan, the MAP Team Coordinator will initiate communication within the team as needed. This includes active participation in the weekly MAP Team meeting and other MAP Team meetings, working with team members to meet project priorities and permit review schedules, and other duties.

Resource Agency Team Member Communication Responsibilities

As part of the designated roles and responsibilities identified earlier in this plan, each resource agency member will initiate communication within the team as needed. This includes active participation in the weekly MAP Team meeting and other MAP Team meetings, working with team members to meet project priorities and permit review schedules. Each resource agency MAP Team member will keep the team informed regarding work progress, status of deliverables, project issues, work schedule changes, planned leave, and other relevant information. Members will report to the team as soon as possible if circumstances arise that interfere with their ability to complete their work.

MAP Team Member Contact List

Current contact and work schedule information for all MAP Team members is maintained by the MAP Team Coordinator on the [MAP Team Contacts](#) webpage.

MAP Team Communications with WSDOT

Normal MAP Team Communications

During the Early Project Coordination and Permit Review Phases, the MAP Team recognizes that the region Environmental Coordinator typically leads all project permitting discussions. Therefore, unless otherwise specified, the MAP Team will communicate directly with the region Environmental Coordinator.

During the Construction/Compliance Phase, the MAP Team recognizes that the NWR Environmental Technical Advisor or region Environmental Coordinator typically leads all permit compliance discussions. Therefore, unless otherwise specified, the MAP Team will communicate directly with the NWR Environmental Technical Advisor or region Environmental Coordinator. The MAP Team Coordinator is responsible for providing the MAP Team resource agency members with current contact information for all WSDOT NWR staff.

Resolving Technical Issues

In the event a technical issue develops during the Early Project Coordination or Permit Review Phases that is beyond the expertise of the region Environmental Coordinator, the MAP Team recognizes that the region Environmental Coordinator may authorize the appropriate region technical specialist (Biologist, Engineer, etc.) to communicate directly with the MAP Team. If this occurs, all communications between the region technical specialist and the MAP Team must follow the communication path specified by the region Environmental Coordinator. The region Environmental Coordinator must clearly specify the communication path to all parties involved.

MAP Team resource agency members seeking direct conversations with a region technical specialist should only do so after notifying the region Environmental Coordinator of their intent and purpose for the direct communication. The MAP Team resource agency member should keep the region Environmental Coordinator apprised of the status and outcome of such communications in a timely manner.

During the Construction/Compliance Phase, the MAP Team should work with the NWR Environmental Technical Advisor or region Environmental Coordinator to resolve any compliance issues. MAP Team resource agency members seeking direct conversations with a region technical specialist (Biologist, Engineer, etc.) should only do so after notifying the NWR Environmental Technical Advisor or region Environmental Coordinator of their intent and purpose for the direct communication. The MAP Team resource agency member should keep the NWR Environmental Technical Advisor or region Environmental Coordinator apprised of the status and outcome of such communications in a timely manner.

Resolving Permitting Issues

In the event that issue resolution efforts between the region Environmental Coordinator and a MAP Team resource agency result in an impasse, the MAP Team [Issue Resolution Process](#) will be used to resolve the issue. To ensure all opportunities for issue resolution have been exhausted, MAP Team Manager concurrence is required before an issue can be elevated into this 3-step process. The MAP Team Manager is the focal point for implementing this process and will track issues that are being addressed through this process.

Communicating within our own Agencies

Team Member Communication Responsibilities

All MAP Team members will keep their supervisors informed of their work schedules and work progress.

All team members will keep their appropriate regional/field regulatory staff informed of the results of permit mitigation development and permit issuance.

All team members will make arrangements for technical specialist positions (Biologist, Flood Hazard Specialist, etc.) to participate on a case by case basis dependant upon project specific requirements. In particular, this applies to King County but, depending on the project, may apply to any participating resource agency.

All team members will participate within their agencies' technical groups (such as Ecology participating in their internal Technical Assistance Group [TAG] meetings, etc) as such agency deems necessary.

Communicating Substantial Information Changes

Changes in MAP Team Personnel

New MAP Team members will receive training about the MAP Team process, procedures, protocols and active projects by the MAP Team Manager and MAP Team Coordinator. It is expected that their agency supervisor will provide full training about their agency's internal policies and procedures. The MAP Team Manager and agency supervisor will effectively coordinate to ensure new employee training is thorough and successful.

The MAP Team Manager will communicate changes in team personnel to the Environmental Managers so the information can be disseminated to all appropriate WSDOT staff. The Environmental Managers will communicate changes in WSDOT personnel to the MAP Team Manager and MAP Team Coordinator so the information can be disseminated to all MAP Team staff.

Changes in Project Parameters

The MAP Team Coordinator will compile and manage a list of all projects in each phase of the MAP Team permitting process for MAP Team use and keep the MAP Team informed of project schedule changes. The MAP Team Coordinator may periodically receive project schedule updates from several sources, but the primary source will be the regional environmental staff and will occur on a monthly basis.

Changes in Permitting Requirements or Agency Policies

It will be the responsibility of each team member to stay current on the permit requirements and policies of their representative agency. MAP Team resource

agency representatives will proactively identify and effectively communicate upcoming policy and procedural changes to the MAP Team that has the potential to impact WSDOT projects and/or MAP Team operations. Typically, the MAP Team Manager will then decide on the best course to inform the appropriate staff at WSDOT. When such a change would directly affect projects that are in the Early Project Coordination or Permit Review phase, the region Environmental Coordinator will be informed as soon as possible.

Communicating with the Public and the Media

All communication with the public or the media pertaining to MAP Team actions/operations or WSDOT projects will be through the respective agency communication office(s). The contacts for each agency are listed below:

WSDOT: Ann Briggs, (360) 705-7077, abriggs@wsdot.wa.gov

Ecology: Larry Altose, (425) 649-7009, lalt461@ecy.wa.gov

WDFW: Margaret Ainscough, (360) 902-2408, Margaret.Ainscough@dfw.wa.gov

Corps of Engineers: Patricia Graesser, (206) 764-3760, patricia.c.graesser@usace.army.mil

King County: Paula Adams, (206) 296-6682, Paula.Adams@metrokc.gov

Requests made to team members from the public or media for information should be referred to both the MAP Team Manager and the appropriate agency communication office.

Communication Tools

General Communications and Meetings

Meetings will be a primary tool for conveying essential information both within and outside of the MAP Team. To effectively use this tool, the Team recognizes the following meeting guidelines:

- Begin and end meetings on time.
- Respect differences and listen to each other's ideas.
- Acknowledge problems and deal with them in an open and timely fashion.
- Come to meetings prepared to address items on the agenda.
- Team members will work within their respective agencies to communicate issues and keep the right people informed of decisions that are being made.
- When possible, meeting agendas and handouts will be distributed to all meeting attendees in advance of the meeting date.

MAP Team Website

To assist MAP Team customers, the MAP Team Coordinator will maintain a [MAP Team informational website](#) with current information to provide customers with instructions on how to use the MAP Team, background and operation information about the MAP Team, current contact information for MAP Team members, and useful permitting assistance tools and information.

Weekly Permitting Downloads

To assist WSDOT in managing project delivery, the MAP Team Coordinator will provide a weekly email to region Environmental Coordinators detailing the status and progress of each permit application under review. The primary information source of these weekly permitting downloads is the weekly MAP Team meeting.

Workload Planning Tool

To assist the MAP Team with workload forecasting and management, the MAP Team Coordinator will maintain a detailed list of projects to be permitted by the MAP Team. The Workload Planning Tool will be updated and provided to MAP Team members at the first weekly MAP Team meeting of each month. The detailed list will include such information for each project as anticipated permits needed, permit application submittal date, date permits are needed, and AD date.

Active Projects List

To assist the MAP Team with workload forecasting and management, the MAP Team Coordinator will maintain an active projects list, which details the name and quantity of projects within each the three phases of the MAP Team process. The Active Projects List will be updated and provided to MAP Team members at the first weekly MAP Team meeting of each month. The detailed list will identify which permits were issued for each project in the Construction/Compliance Phase, will identify which region environmental construction contact is assigned to each project under construction, and will provide current contact information for region environmental contact.

SharePoint Site

To assist WSDOT the Weekly Permitting Downloads and Workload Planning Tool will be uploaded to the Liaison Program SharePoint Site after they are updated. The MAP Team Coordinator will be responsible for uploading these documents to the SharePoint site.