

**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DESIGN DIRECTIVE**

**809  
FIELD OFFICES  
*June 9, 2016***

Attached is the West Virginia Department of Transportation, Division of Highways policy on the construction of "Field Offices". ~~dated August 1, 2003.~~

This document provides general information and guidance regarding the determination of the type of construction field office required for West Virginia Department of Transportation, Division of Highway's construction projects.

Attachment

**FIELD OFFICES**

The Division's specifications include four types of construction field offices; Item 640002-001, Large Field Office and Storage Building; Item 640001-001, Standard Field Office and Storage Building; Item 640006-001, Small Field Office and Storage Building; and Item 640005-001, Minimal Field Office. Their inclusion in construction contract plans is to be as set forth below.

<b>Engineers Estimated Contract Amount</b>	<b>All Roadway System Classes</b>		
Greater than 10,000,000	640002-001 Large Field Office and Storage Building	640003-001 Building Equipment	<del>640004-001</del> Computer System
Greater Than 5,000,000	640001-001 Standard Field Office and Storage Building	640003-001 Building Equipment	<del>640004-001</del> Computer System
Greater Than 1,000,000	640006-001 Small Field Office and Storage Building	640003-001 Building Equipment	* <del>640004-001</del> Computer System

\* At Construction Engineer's option

<b>Engineers Estimated Contract Amount 1,000,000 or less</b>				
<b>Roadway System Class</b>				
<b>NHS</b>	<b>NON-NHS</b>			
	<b>Not Scheduled to extend thru winter</b>		<b>Scheduled to extend thru winter</b>	
	<b>* Option 1</b>	<b>* Option 2</b>	<b>* Option 1</b>	<b>* Option 2</b>
640006-001 Small Field Office and Storage Building	640005-001 Minimal Field Office	No Field Office	640006-001 Small Field Office and Storage Building	No Field Office
640003-001 Building Equipment	** 640008-001 Storage Building	** 640008-001 Storage Building	640003-001 Building Equipment	** 640008-001 Storage Building

\* At Construction Engineer's option

\*\* Required when concrete cylinder storage on site is necessary. Need to be determined by the Construction Engineer.

Where projects are being designed by Consultants, all contacts with the District Construction Engineer will be made through the WVDOH Project Manager for the subject project.