

# LTAP

Local Technical  
Assistance  
Program

WSDOT And WSDOT Local Programs LTAP Center present:

## Highway Runoff Manual Training

**March 1-2, 2016** (#02509CN)  
Tacoma

**Scottish Rites Masons Building, West Room**  
817 South Vassault Street, Tacoma, WA 98465  
253-565-0272\*

**March 22-23, 2016** (#02510CN)  
CleElum

**WSDOT Maintenance Facility**  
151 So Bullfrog Rd., Cle Elum, WA 98922  
\*\*Just off Interstate 90 exit 80\*\*  
509-674-4443\*

(\*The phone number above may be used in case of emergency to contact a student in the class.)

**Time: 8:00 a.m. to 4:30 p.m.**

**Two-Day Course**

**Cost: \$200 Consultants**

**Free to WSDOT and Local Agencies**

**Class Size: 30**

**Cancellation Policy:** We anticipate full classes. Initial registration for each consulting firm and local agency will be limited to three employees per class. Should additional openings exist, those on the waiting list will be registered and notified via email three weeks prior to the class. Please notify the LTAP office **at least** one week prior to your class date if you will be unable to attend. For consultants, we will bill your firm for the full price if cancellation is not received at least one week in advance. If you are unable to attend you may send someone in your place.

### Target Audience

This training is for WSDOT, local agencies, and consultants. It is intended for engineers, designers, environmental professionals, project managers, and planners whose work on transportation-related stormwater projects requires use of the Washington State Department of Transportation's (WSDOT) *Highway Runoff Manual* (HRM). All WSDOT staff involved in stormwater design are required to have this training. Similarly, all consultants involved in stormwater design are required to have this training prior to working on WSDOT projects.

### Description

Since 2008, the Washington State Department of Transportation made substantial changes to the *Highway Runoff Manual* (HRM), which is the primary source of stormwater planning and design requirements for highway-related work in the state of Washington. This course covers: the purpose, organization, and use of the HRM; WSDOT's approach to stormwater management and planning. The training covers updates from the 2008 HRM to the 2014 HRM. The updates, combined with a high volume of transportation work occurring in the state, has led WSDOT to develop an internal training program on the revised HRM. WSDOT is now offering this training to consultants and local agency representatives whose responsibilities require them to use WSDOT's HRM.

#### Day 1

The first day focus is on the HRM's Threshold Discharge Area (TDA) concept and delineation and Chapter 3 (Minimum Requirements). Participants will go through several examples, as well as perform a TDA delineation for a project.

#### Day 2

Day two will cover Chapter 2 of the HRM (Stormwater Planning and Design Integration), the Chapter 3 retrofit requirements for WSDOT projects in the Puget Sound Basin, and Chapter 5 (Best Management Practices), performing site assessments and specifically selecting the best management practices (BMPs) that best suit a designer's application. Participants will go through several exercises to help familiarize them with the HRM's BMP selection process.



**Washington State  
Department of Transportation**

WSDOT will maintain a database of all professionals who have successfully completed the training. This database may be referred to by WSDOT when making future work assignments, when reviewing future requests for proposals, and it may be used in the proposal ranking criteria for future projects. This training is mandatory for engineers and professionals who work on WSDOT projects involving stormwater planning, designs, and for those interested in working on WSDOT projects in the future.

## ***Certificate of Completion***

Participants are required to attend the entire two days to receive a Certificate of Completion number. This number is required on submitted WSDOT hydraulic reports.

## ***Class Materials Needed***

- **2014 Highway Runoff Manual.** You'll need to bring your own copy of the 2014 manual. It is available on-line and may be downloaded at this link:  
<http://www.wsdot.wa.gov/Environment/WaterQuality/Runoff/HighwayRunoffManual.htm>  
The instructors will not provide a copy of the 2014 *Highway Runoff Manual* for use in class..
- **Please also bring a scale or ruler and calculator.**

## ***Instructors***

The instructors consist of WSDOT staff specialists who support the 2014 Highway Runoff Manual.

**Note to WSDOT Employees:** Sign up for these classes is through LMS. You will receive credit on your WSDOT training matrix if you attend class and sign the roster. You will also be issued a certificate upon successful completion of the course.

## ***Registration for Non-WSDOT Students***

Please register on-line using this link: [On-line Registration Form](#), or key this web address into your browser:  
<http://fmapps.wsdot.wa.gov/fmi/xsl/LTAPTraining/registration.xsl?-db=Web%20Registration&-lay=Web%20Layout&-view>

You will receive an e-mail notification with driving directions to the training site when we process your registration request. If you do not receive this e-mail notification within a day or two, you may not be registered and should contact us by phone. Confirmation letters will be mailed three weeks prior to the class. If you are unable to attend, someone else from your agency may attend in your place.

**Consultants: Please do not prepay,** an invoice will be mailed to you after the class for the \$200 registration fee.

## ***Questions***

For information on course content:

Alex Nguyen 206.440.4537 [Alex.Nguyen@wsdot.wa.gov](mailto:Alex.Nguyen@wsdot.wa.gov)

For all other information on this training, registration assistance or cancellations:

The LTAP Center at 360-705-7355 or email us at [LTAPTraining@wsdot.wa.gov](mailto:LTAPTraining@wsdot.wa.gov) .

**Disability accommodations provided upon request.**

Visit the

**Washington State LTAP Center's Web Page**

<http://www.wsdot.wa.gov/LocalPrograms/Training/default.htm>