PROJECT DEVELOPMENT MANUAL REVISION AND APPROVAL LOG

Tracking Number: 2026 - 2

Revision Information

Title of Revision:	Initial Publication of Chapter 5 and Revisions to Select Sections in Chapters 1, 2, and 3
Date Presented to the PDCWG:	10/13/2025

Brief Description of Change:

This approval is for the initial publication of Chapter 5 (Stakeholder Management) of the updated Project Development Manual as well as for changes to previously published content in Chapters 1 (Introduction), 2 (Project Origination and Planning), and 3 (Project Initiation). The remaining chapters will be submitted for approval as future revisions to the manual at the time that they complete the development process.

Subject Matter Experts Consulted During Development:

These chapters of the DelDOT Project Development Manual were developed through a collaborative inter-Division process overseen by an Executive Committee and supported by a General Update Committee comprised of subject matter experts from across the Department. The Executive Committee was tasked with overseeing the overall update process while the General Update Committee provided technical input and performed content reviews throughout the manual's development. Table 1.4 in the manual documents committee membership. Additional subject matter experts were consulted while developing sections within their respective areas of expertise. The manual has been through Department-wide review, and has also been reviewed by the PDCWG, FHWA, ACEC, and DCA. Comments have been addressed and responses provided to those that made comments.

Justification:

This approval is for the initial publication of the above mentioned chapter and revisions to previously published chapters of the updated Project Development Manual. These chapters document the Department's current best practices and processes.

Revision Approval

Date Recommended by PDCWG:			
Attested by:	Andrew Short Chair of PDCWG	Date	9/1/2026
Recommended by:	Mark L. Buckalew Deputy Director of Transportation Solutions	Date	9/18/2026
Recommended by:	 Chief Engineer	Date	09/30/2026
Approved by:	 Cabinet Secretary	Date	10/01/2026
Concurrence by:	FHWA will provide concurrence upon completion of the entire manual FHWA	Date	