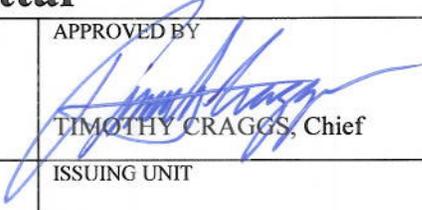


manual change transmittal

TITLE PROJECT DEVELOPMENT PROCEDURES MANUAL	APPROVED BY  TIMOTHY CRAGGS, Chief	Date Issued: 12/12/14 Page 1 of 2
SUBJECT AREA Relinquishments	ISSUING UNIT DIVISION OF DESIGN	
SUPERCEDES CHAPTER 25 – Relinquishments	DISTRIBUTION ON-LINE	

The official version of the Project Development Procedures Manual (PDPM) is the electronic version found on Caltrans Division of Design Website:

<http://www.dot.ca.gov/hq/oppd/pdpm/pdpmn.htm>.

Changes were needed to ensure the guidance reflects current policies and requirements.

- The legislative relinquishment process will no longer require reviews and approval from the Relinquishment Advisory Committee (RAC) as before. All references to the RAC have been deleted.
- The role of the RAC is now the responsibility of the District Directors. Districts will verify that the cost to relinquish is in the best interest of the State and that the relinquishment is a good business decision.
- The Division of Transportation Programming will need to confirm that there are State Highway Operation and Protection Program (SHOPP) funds available to pay for the relinquishment.
- *California Streets and Highways Code*, Section 73.01 was recently amended to include Transit Districts and Joint Powers Authorities. Section 73.01 now allows relinquishment of park-and-ride lots to county transportation commissions, joint powers authorities, transit districts, or regional transportation planning agencies. However, any proposed relinquishments of park-and-ride facilities procured with federal funding will need Federal Highway Administration (FHWA) approval.
- Discussion has been added to clarify that a project initiation document (PID) is required to program the cost of relinquishments. Various topics discuss the requirements for project initiation and project approval for the different type of relinquishments.
- Discussion has been added to draw attention to all relinquishments needing to comply with environmental laws and requirements.

The guidance revisions also include miscellaneous minor changes to remove inconsistency, update requirements, correct terminology, update references and correct formatting.

The locations of revisions are not marked with a vertical line within the manual because the entire chapter was updated and reorganized to follow our Style Guide and implement the revisions as described above.

Some of the references found in the PDPM have hyperlinks that connect to Caltrans intranet pages which are not displayable to the general public. Until such time that the specific reference becomes available on the internet, the user will have to contact their district liaison, Caltrans project manager, or the appropriate Headquarters division to inquire about the availability of the reference.

PDPM subscribers are encouraged to use the most recent manual version available on-line at the above website. Should a subscriber choose to maintain a paper copy of the manual, the subscriber is responsible for keeping their paper copy up to date and current. If you received this manual change transmittal by some method other than the subscription service for project development procedure updates and would like to become a subscriber, please visit: <http://www.dot.ca.gov/hq/oppd/pdpm/pdplist.htm>