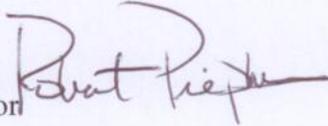


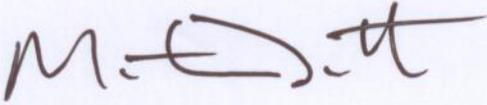
Memorandum

*Flex your power!
Be energy efficient!*

To: DISTRICT DIRECTORS
DIVISION CHIEFS

Date: June 3, 2011

From: ROBERT PIEPLOW 
Acting Deputy Director
Project Delivery

MARTIN TUTTLE 
Deputy Director
Planning and Modal Programs

Subject: **Transmittal of the California Department of Transportation Guidance Document to Incorporate Sea Level Rise into Planning and Project Initiation Documents**

In response to Executive Order S-13-08 (dated November 2008), the California Department of Transportation (Caltrans) Headquarters (HQ) Divisions have collaborated to provide the attached document titled: Guidance on Incorporating Sea Level Rise—For use in the planning and development of Project Initiation Documents. This document serves as the first formal guidance developed for Caltrans staff regarding how to address sea level rise (SLR) impacts to the State Highway System (SHS) resulting from climate change.

One of the primary purposes of this guidance is to ensure that all Caltrans staff is aware of the Caltrans' approach to addressing Climate Change adaptation strategies in relation to sea level rise on the SHS. The guidance is intended to provide districts that reside in coastal areas or within the Sacramento Delta region with a uniform process to address project level issues relating to SLR during the planning and Project Initiation Document (PID) phases.

This document was prepared collaboratively by the HQ Divisions of Transportation Planning, Environmental Analysis, and Design with input from other HQ and district staff. This guidance document has also been reviewed by the Federal Highway Administration. The SLR assumptions contained in this guidance were prepared by the Coastal Oceans subgroup of the state agency Climate Action Team. A wide range of State agencies and departments agreed to these assumptions, including staff from the California Coastal Commission.

The information contained within this guidance should be reviewed by Caltrans staff when making decisions regarding “when” and “how” SLR should be addressed at the PID stage and provides a tool in which to document decisions made regarding this issue. This document may also be useful during the planning or other stages as well. Caltrans staff is advised to begin implementation of this guidance as soon as possible on all affected projects in order to avoid delays in later phases.