Foreword

Purpose

The Project Development Procedures Manual (PDPM) was prepared by the California Department of Transportation (Caltrans), Division of Design to provide the functional framework of policies and essential procedures for developing State Highway System improvement projects.

The policies and procedures established and discussed in the PDPM are for the information and guidance of the officers and employees of Caltrans. Policies and procedures discussed in this manual are subject to amendment as conditions and experience warrant. Rare situations may call for deviation from these policies and procedures, as indicated in the text of the manual or subject to the designated approval authority.

No warranty is made regarding the use of the PDPM nor is it implied that the PDPM will ensure compliance with any Federal, State or industry policies and procedures. Engineering judgment must be used in applying the PDPM to the project development process. The PDPM is not intended to be a substitute for engineering knowledge, experience or judgment. In no event shall Caltrans be liable for any direct, indirect, special, consequential or incidental damages, however caused, by use of the PDPM. Caltrans shall not be liable for any claims in connection with the use of the PDPM, including without limitation, liability arising from third-party claims

Scope

The instructions within this manual, with references contained herein, supersede all previously issued instructions but are not intended to supersede new or updated policy and procedures enacted through legislative or Caltrans' determination.

The PDPM is intended primarily as a resource for the project engineer (PE) and the project manager (PM), or other professional, as appropriate in the various functional areas, responsible for or involved in project development. Although

this manual provides policies and procedures related to engineering projects, it is not a substitute for engineering knowledge, experience or judgment.

Organization of the Manual

The PDPM consists of chapters presented in three parts and appendices. Part 1 contains general information. Part 2 describes the project development process.   Part 3 contains specific project development procedures. Appendices A through Z contain guidelines for project development initiation and approval reports, while appendices BB through QQ contain project development forms and letters in addition to policy and procedure documents.

Manual Updates

The current version of the PDPM and subsequent updates will be available on the Internet and can be accessed through the Caltrans home page. Manual holders can sign up to receive email notification of changes and updates at the PDPM website. Paper copies of the current or past versions of the PDPM are not available through this subscription. If the holder of the manual chooses to maintain a paper copy, the holder is responsible for keeping the paper copy up-to-date and current. Significant changes to the content of the PDPM may warrant the publication of a Manual Change Transmittal memorandum that will also be made available on the website.

Proposed changes and edits to facilitate the accuracy and improvement of the manual are welcome and may be submitted on the form, "Project Development Procedures Manual Revision Request," available on the PDPM website.

Compliance with ADA

The Caltrans Web Accessibility for All (CWAA) project was initiated to respond to California Assembly Bill 434, which mandates that all public web content must be compliant with the Americans with Disabilities Act. Current PDPM chapters and appendices posted on the Caltrans website are accessible as of June 30, 2020.

Included with the transition to web accessibility, individual chapters and appendices revised on or after June 30, 2020 are created with arial font, replacing the times new roman font. Each chapter or appendix last revised before this date will remain in its current appearance until the next revision is

needed, therefore, until all text is updated, the PDPM will include a mix of both fonts.