



DIVISION OF LOCAL ASSISTANCE CALTRANS OVERSIGHT INFORMATION NOTICE



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PLANS, SPECIFICATIONS AND ESTIMATE DIVISION OF STATE ARCHITECT REVIEW

In accordance with [Section 4454 of the California Government Code](#), Local Public Agencies (LPAs) must forward state-only funded, Safe Routes to School (SRTS) infrastructure projects, funded through the Active Transportation Program (ATP) to the Division of State Architect (DSA) for review. This requirement only applies to state-only funded, SRTS, ATP projects near school facilities and does not apply to federalized infrastructure improvement projects. The California Transportation Commission considers “Safe Routes to School” projects as those *“that directly increase safety and convenience for public school students to walk and/or bike to school. Safe Routes to Schools infrastructure projects must be located within two miles of a public school or within the vicinity of a public-school bus stop and the students must be the intended beneficiaries of the project.”* Furthermore, “Safe Routes to School” projects are those that improve the safety of children walking and bicycling to school, in accordance with [Section 1404 of Public Law 109-59](#).

The review package must include the plans, specifications and estimates and must provide a statement from the local jurisdiction confirming that the project is a “Safe Routes to School” project or includes components thereof.

For information on how and where to submit the review package to DSA, please visit this website: <https://www.dgs.ca.gov/DSA/Resources/Page-Content/Resources-List-Folder/Accessibility-Plan-Review>.

The DSA stated that, apart from the aforementioned specific state-only funded, SRTS, ATP projects, DSA is not accepting other transportation infrastructure improvement projects for review.

The DSA review is independent of the allocation submittal process. The allocation requests will move forward without delay as agencies work with DSA; however, LPAs are responsible for meeting all state statutory requirements, which include the required DSA reviews. DSA reviews should be completed and on file prior to contract advertisement.

In accordance with [Civil Code 55.53\(d\)\(1\)](#), all other state-only funded construction related to sidewalks, curbs, and associated facilities in the public right-of-way that are not SRTS projects require review and approval from a Certified Access Specialist (CAsp). The CAsp is employed or retained by the jurisdictional agency. For information on the CAsp program, please visit this website: <https://www.dgs.ca.gov/DSA/Services/Page-Content/Division-of-the-State-Architect-Services-List/Apply-and-Maintain-CAsp-Certification>.