

# Memorandum

To: LOCAL AGENCY REPRESENTATIVES  
STATE OF CALIFORNIA

Date: November 12, 2024

From: DEE LAM  
Chief  
Division of Local Assistance



Subject: **IMPLEMENTATION MEMO FOR THE 2024 CALTRANS CONSTRUCTION CONTRACT STANDARDS (CCS) FOR LOCAL PUBLIC AGENCIES (LPAs) UTILIZING CCS FOR OFF THE STATE HIGHWAY (SHS) AND ON THE NATIONAL HIGHWAY SYSTEM (NHS).**

This memorandum establishes the implementation date for the California Department of Transportation (Caltrans) CCS (2024 Standards) for projects administered by LPAs off the SHS. The 2024 Standards and its subsequent annual updates include the Standard Specifications, Standard Plans, Standard Special Provisions (SSP), and Standard Bid Items.

All local agencies using CCS for projects off the SHS, regardless of funding sources, must use the 2024 Standards for projects receiving approval, allocation, obligation, and authorization for the construction phase on or after October 31, 2024. The LPAs may request District Local Assistance Engineer (DLAE) approval for up to an additional three (3) months with reasonable justification.

Projects utilizing locally approved Standards that are both off the SHS and off the National Highway System (NHS) are exempt from this memorandum.

The 2024 Standards have been posted and are accessible [here](https://dot.ca.gov/programs/design/ccs-standard-plans-and-standard-specifications):  
< <https://dot.ca.gov/programs/design/ccs-standard-plans-and-standard-specifications> >

Please contact your DLAE any questions.

C:

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