**PROJECT MILESTONE SCHEDULE**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Municipality: |  |  | **Contact Information** | | | | |
| Project: |  |  |  | **Name** | | **Telephone** | |
| Scope of Work: |  |  | Municipality |  | |  | |
| TIP #: |  |  | Council/Liaison |  | |  | |
| TIP Years (Ph II / Const): |  |  | Consultant |  | |  | |
| Section #: |  |  | IDOT |  | |  | |
| Last Constr & E3 Cost (Date): |  |  |  |  | |  | |
| Current Constr & E2 Cost (Date): |  |  |  | | | | |
|  | |  | Date Prepared: |  | Date Revised: | |  |

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|  | | **Projected Dates** | | | **Notes** |
|  | | **Initial Est.** | **Kick-Off** | **Revised/Actual** |
| 1. | Project Scoping |  |  |  |  |
| 2. | IDOT Phase I Kick-Off Meeting |  |  |  |  |
| 3. | 1st State/Federal Coordination Meeting |  |  |  |  |
| 4. | Categorical Exclusion Concurrence |  |  |  |  |
| 5. | Design Variance Concurrence |  |  |  |  |
| 6. | Submit Draft Phase I Report (PDR) to IDOT**(a)** |  |  |  |  |
| 7. | Public Hearing/Meeting (or N/A) |  |  |  |  |
| 8. | Right-of-Way Kick-Off Meeting (or N/A) |  |  |  |  |
| 9. | Submit Final Phase I Report (PDR) to IDOT**(b)** |  |  |  |  |
| 10. | Submit Phase II Engr. Agreement to IDOT (or N/A) |  |  |  |  |
| 11. | **Phase I Design Approval** |  |  |  |  |
| 12. | ROW Acquisition Initiation (or N/A)**(c)** |  |  |  |  |
| 13. | Phase II Engr. Agreement Approval (or N/A) |  |  |  |  |
| 14. | Submit Pre-Final Plans and Estimates 85% Min.**(d)** |  |  |  |  |
| 15. | Submit Phase III Engr. Agreement to IDOT |  |  |  |  |
| 16. | Submit Final Plans, Specs & Estimates (PS&E)**(e)** |  |  |  |  |
| 17. | ROW Acquisition Complete |  |  |  |  |
| 18. | **Construction Letting** |  |  |  |  |

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| **Notes:** | |  | See IDOT Local Roads Mechanics of Project Management Federal Aid Project Initiation to Completion Flow Chart for sequence of events and estimated review times. |
| **(a)** | 3 to 6 month review required per complexity and submittal quality |
| **(b)** | 1 to 3 month review |
| **(c)** | Minimum 9 to 18 months required from Plats to Acquisition |
| **(d)** | 1 to 4 month review |
| **(e)** | 7 to 10 days before Springfield BLR due date |