

PROJECT MILESTONE SCHEDULE

Municipality: _____
 Project: _____
 Scope of Work: _____
 TIP #: _____
 TIP Years (Ph II / Const): _____
 Section #: _____
 Last Constr & E3 Cost (Date): _____
 Current Constr & E2 Cost (Date): _____

Contact Information		
	Name	Telephone
Municipality		
Council/Liaison		
Consultant		
IDOT		

Date Prepared: _____ Date Revised: _____

	Projected Dates			Notes
	Initial Est.	Kick-Off	Revised/Actual	
1. Project Scoping				
2. IDOT Phase I Kick-Off Meeting				
3. 1 st 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				

- Notes:**
- ^(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

See IDOT Local Roads Mechanics of Project Management Federal Aid Project Initiation to Completion Flow Chart for sequence of events and estimated review times.