

PROJECT TIMELINE																														
ACTIVITY	DURATION IN MONTHS																													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
Procurement	■	■																												
Application Development			■	■	■	■																								
Contract Award							■	■	■																					
Preliminary Administration								■	■	■	■																			
Environmental & Design								■	■	■	■	■	■	■																
Project Bid															■	■														
Start of Construction																	■	■												
50% Complete																		■	■	■	■	■								
100% Complete																						■	■	■	■	■	■	■	■	■
Closeout																													■	■

PROCUREMENT

- Determine Method
- Publication & Solicitation
- Receipt & Review
- Recommendation & Award
- Contract Execution

1-2 MONTHS

APPLICATION DEVELOPMENT

- Eng. Project Justification
- High Quality Maps
- Service Area/Benefit Map
- Alternate Project List
- CIP Plan
- Beneficiary Verification
- Public Hearing
- Application Development
- Resolution
- Final Notice
- Application Submission

3-4 MONTHS

Application Submission (6-12 Month Delay)

CONTRACT AWARD

- Contract Execution
- Award Call/Kickoff Meeting
- On-Site Visit
- ERR Start-Up
- PS & Budget Review
- Update Maps as Necessary
- Confirm Alternate as Necessary

1-2 MONTHS

ENVIRONMENTAL & DESIGN

- Final Project Verification
- Tribal/Agency correspondence
- 30% Design Review
- Mitigation as necessary
- FONSI posting
- RROF
- Submittal
- 60% Design Review
- AUGF
- Provide Final ERR to Eng.
- 100% Design Approval

START OF CONSTRUCTION

- Contract Execution
- Confirm Award Minutes
- Pre-Construction Conference
- NTP
- FIR & Related Financial Forms

100% COMPLETE

- Payroll Review
- Final Inspection
- COCC & As-Builds
- FWCR
- Final Payments
- Final FIR

3-4
MONTHS

3-6
MONTHS

1-2
MONTHS

1-2
MONTHS

4-6
MONTHS

6-12
MONTHS

1-2
MONTHS

PRELIMINARY ADMINISTRATION

- Establish Record-keeping
- Financial Start-Up
- Project Specific Forms
- Civil Rights Activities/Resolutions
- Design Start
- Establish Reporting Procedure

PROJECT BID

- Provide Contract & Bid Specs
- Verify Project Scope & Location
- Wage Rate Issuance
- Advertisement
- Wage Rate Verification
- Bid Opening
- SAM Verification
- Award Recommendation & Bid Tab

50% COMPLETE

- Payroll Review
- Regular Site Visit
- Process Invoices & Payment Requests
- Verify Payroll Certification
- Obtain Inspection Reports
- Verify Project Change Orders
- FIR Verification

CONTRACT CLOSEOUT

- PCR
- Final PH
- Contract Ledger
- Civil Rights