

2024 Road Maintenance

Task Order with KLJ



Proposed Project Schedule

base on project scope



Project Task	2023						2024				Deliverables/Activities				
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr-Oct					
City Commission Award	18														
Contracting	7/29-8/1											Agreement (Scope and Fee)			
Kick-Off		7										Kick-Off Meeting with KLI and City Staff			
Survey and Mark Removals		8/8-9/1										KLI to Assess Concrete Removals by Experienced Staff			
Preliminary Design			8/26-10/13									Base Maps, Concrete Improvement Drawings			
Draft Preliminary Engineering Report Submittal				13								Draft PER, City QA/QC Review			
Finalize PER and District Creation Documents					31							District Creation Exhibits/Tables, Preliminary Engineering Report, QA/QC Review			
City Commission Resolution to Create District						7						City to Submit Resolution to Paper by Thursday, November 16, KLI to Prepare Landowner Notification Letters			
Legal Notice/Begin Protest Period							11/22-12/22					30-Day Protest Period			
Design Phase						11/7-1/5						Final Design and Plan Preparation			
Public hearing							6					KLI to Prepare Public Meeting Exhibits/Displays			
End Protest Period								22				Calculate Percentage of Protested Area			
City Commission Approval of Final District									2			SID to be Notified after Protest Period			
90% PS&E Submittal										5		Preliminary Plans, Specifications and Estimate (PS&E), QA/QC Review			
Final Bid Documents											31	Final PS&E, Advertisement for Bids (Legal Notice)			
Bid Advertisement											7-28	Legal Notice to Paper on Thursday, February 1			
Bid Opening												28	Bid Tabulation, Recommendation of Award		
City Commission Meeting													3	Bid Award/Authorization of Contract	
Notice to Proceed/ Construction (tentative)														4/5-10/25	Submittals, Meeting Notes, Pay Applications, Change Orders, Landowner SID Quantities, Record Drawings, Digital CAD files, Electronic Field Records, Close-Out Documents

Shaded rows indicate SID creation milestones