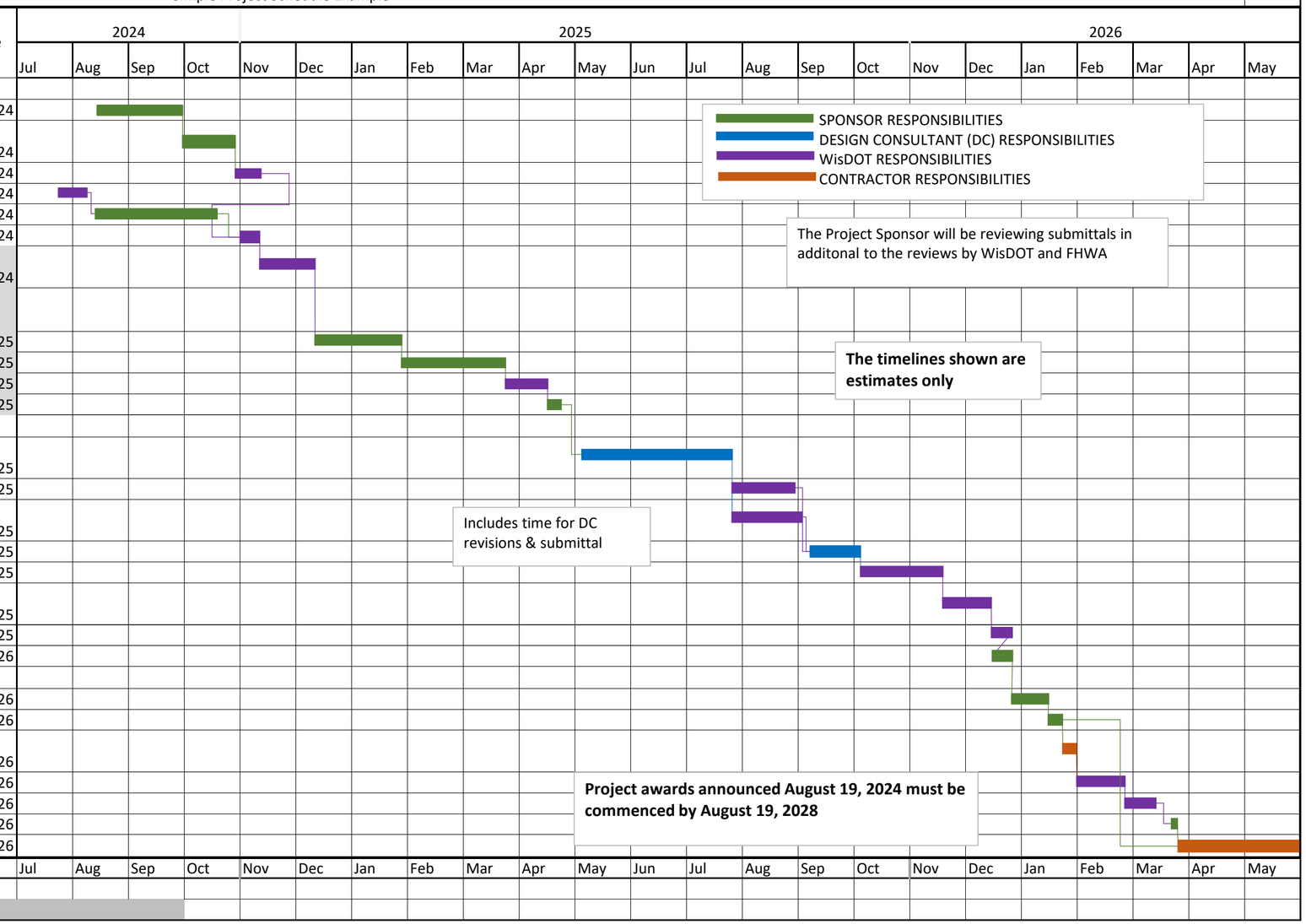
Simple Project Schedule Example

	Activity Name	Duration (Weeks)	Start Date	Finish Date
	Programming			
1	Sponsor's Guide Training	6.00	8/19/2024	9/30/2024
2	Certification and Sponsor's Guide Acknowledgement form prepared	4.00	9/30/2024	10/28/2024
3	Certification reviewed and approved	2.00	10/28/2024	11/11/2024
4	State/Municipal Agreement drafted by WisDOT	3.00	7/20/2024	8/10/2024
5	State/Municipal Agreement approved by Sponsor	10.00	8/10/2024	10/19/2024
6	State/Municipal Agreement approved by WisDOT	1.00	11/11/2024	11/18/2024
7	Federal design funding authorization requested and approved	4.00	11/18/2024	12/16/2024
	Consultant Selection and Contracting Services			
8	Consultant solicitation and selection	6.00	12/18/2024	1/29/2025
9	Contract drafted, negotiated and approved	8.00	1/29/2025	3/26/2025
10	Contract approved	3.00	3/26/2025	4/16/2025
11	Notice to proceed issued	1.00	4/21/2025	4/28/2025
	Project Design Delivery			
12	Preliminary design, including surveys, alternatives and environmental studies	12.00	5/5/2025	7/28/2025
13	Preliminary plans reviewed	4.00	7/28/2025	8/25/2025
14	Programmatic Environmental Report reviewed and approved	5.00	7/28/2025	9/1/2025
15	Final design and PS&E and forms prepared	4.00	9/11/2025	10/9/2025
16	PS&E and forms reviewed	6.00	10/9/2025	11/20/2025
17	Federal construction funding authorization requested and approved	4.00	11/20/2025	12/18/2025
18	Request to Advertise approved	1.00	12/20/2025	12/27/2025
19	Lead time to place ads	1.00	12/27/2025	1/3/2026
	Contract Letting			
20	Ad period and bids opened	3.00	1/3/2026	1/24/2026
21	Bids reviewed	1.00	1/24/2026	1/31/2026
22	DBE paperwork submitted by apparent low bidder	1.00	1/31/2026	2/7/2026
23	DBE paperwork reviewed and approved	4.00	2/7/2026	3/7/2026
24	Request to Award reviewed and approved	1.00	3/7/2026	3/14/2026
25	Notice to proceed issued	0.20	3/19/2026	3/20/2026
26	Construction	6.00	3/20/2026	5/1/2026



When local funded design is used, these items would not apply/or time frames would be shorter