ABBREVIATIONS USED IN FDM CHAPTER 19

ADA - Americans with Disabilities Act

AFE - Authority of Expenditure

ASP – Additional Special Provision

BHO – Bureau of Highway Operations

BOS – Bureau of Structures

BPD – Bureau of Project Development

BSHP – Bureau of State Highway Programs

BTLRRH – Bureau of Transit, Local Roads, Railroads and Harbors

BTO - Bureau of Traffic Operations

BTS – Bureau of Technical Services

BTS-EPDS – Bureau of Technical Services - Environmental Process and Documentation Section

BTS-ESS - Bureau of Technical Services - Environmental Services Section

BTS-RE – Bureau of Technical Services – Real Estate

CAiCE - Computer-Aided Civil Engineering

CEF – Cost Effectiveness Finding

CMM - Construction and Materials Manual

CO – Central Office

DBE - Disadvantaged Business Enterprise

DNR - Department of Natural Resources

DPI – Dots per Inch

DSR - Design Study Report

DTIM - Division of Transportation Investment Management

DWD - Department of Workforce Development

EDA - Economic Development Administration

FHWA – Federal Highway Administration

FOIA - Freedom of Information Act

HCCI - Highway Construction Contract Information

HPC - Highway Planning Committee

LFA – Local Force Account

LIP – Letting Implementation Plan

LPA - Local Public Agency

MQ - Miscellaneous Quantity

OPA - Office of Public Affairs

PD – Project Development

PD – Proposal Development

PDF - Portable Document Format

PDS - Project Development Section

PIF – Public Interest Finding

PLE - Permanent Limited Easements

PLP – Proposal Letting Process

PM – Proposal Management

PPJ – Proprietary Product Justification

PPP – Proposal Preparation Process

PS&E – Plans, Specials and Estimate

QMP - Quality Management Program

QPRR - Quarterly PS&E's Received Report

REPM – Real Estate Program Manual

RHS - Railroads & Harbors Section

ROW – Right of Way

RRPL - Railroad Protective Liability Insurance

SDD – Standard Detail Drawing

SHA - State Highway Agency

SHRM - State Highway Rehabilitation/Maintenance

SOI - Schedule of Items

SoRD - Summary of Review Documentation

STSP – Standardized Special Provision

TEA - Transportation Economic Assistance

TLE – Temporary Limited Easement

TMP - Transportation Management Plan

USR – Utility Status Report

Bureau of Project Development (BPD), Proposal Management Section, Contract Development & Data Analysis Unit:

Role	Name	Phone Number	Email Address
Addendum, Requests to Change PS&E Date, FasTrak and Late PS&E Requests	Section mailbox	N/A	dotdtsdbpdproposalmanagementsection@dot.wi.gov
Special Provisions Reviewer, STSPs	Rielly O'Donnell	(608) 261-6116	rielly.odonnell@dot.wi.gov
Special Provisions Formatting, Assembling Proposals	Jodi Jarosinski	(920) 492-4129	jodi.jarosinski@dot.wi.gov

BPD, Proposal Management Section, Proposal Development Unit:

Role	Name	Phone Number	Email Address
eSubmit, PS&E Submittal, Plan Review, Unlock Projects and Proposals in AASHTOWare	Section distribution list	N/A	dotdldtsdbpdproposaldevelopmentunit@dot.wi.gov

BPD, Design Standards and Oversight Section, Design Project Oversight Unit:

Region	Name	Phone Number	Email Address
NC	Dan Tyler	(608) 267-7945	daniel.tyler@dot.wi.gov
NE	Nick Uitenbroek	(608) 267-1866	nicholas.uitenbroek@dot.wi.gov
NW	Nick Uitenbroek	(608) 267-1866	nicholas.uitenbroek@dot.wi.gov
SE	Richard Herrick	(608) 266-8495	richard.herrick@dot.wi.gov
SE Mega Projects Design	Travis Buros	(608) 789-5702	travis.buros@dot.wi.gov
SW	Mike Banaszak	(608) 261-2559	michael.banaszak@dot.wi.gov

BPD, Alternative Contracting and Local Programs Section, Alternative Contracting Unit:

Role	Name	Phone Number	Email Address
Alternative Contracting	Benjamin Thompson	(608) 246-3856	benjamin.thompson@dot.wi.gov
Alternative Contracting	Christine Krall	(608) 789-4611	christine.krall@dot.wi.gov

Bureau of Traffic Operations (BTO), Traffic Systems and Management Section, Traffic Systems Unit:

Role	Name	Phone Number	Email Address
Traffic Signals	Ahmet Demirbilek	(414) 220-6801	ahmet.demirbilek@dot.wi.gov
ITS	Ahmet Demirbilek	(414) 220-6801	ahmet.demirbilek@dot.wi.gov
Electrical	Ahmet Demirbilek	(414) 220-6801	ahmet.demirbilek@dot.wi.gov

BTO, Traffic Engineering and Safety Section, Traffic Design Unit:

Role	Name	Phone Number	Email Address
Marking	Jeannie Silver	(608) 246-4508	jeannie.silver@dot.wi.gov
Signing	Ryan Mayer	(608) 246-3810	ryan.mayer@dot.wi.gov
Work Zone	Andrew Heidtke	(414) 322-4185	andrew.heidtke@dot.wi.gov
Work Zone	Erin Schwark	(414) 220-6803	erin.schwark@dot.wi.gov

Bureau of Highway Maintenance (BHM), Highway Maintenance and Roadside Management Section:

Role	Name	Phone Number	Email Address
Pre and Post-PS&E, Veg. Management, Native Vegetation	Mark Polega	(608) 266-6791	mark.polega@dot.wi.gov
Pre and Post-PS&E, Veg. Management, Native Vegetation	Christa Schaefer	(608) 266-3943	christa.schaefer@dot.wi.gov

Bureau of Technical Services (BTS), Environmental Service Section and Environmental Process & Documentation Section:

Role	Name	Phone Number	Email Address
Native Vegetation/Wetlands	Alyssa Barrette	(608) 266-1017	alyssa.barrette@dot.wi.gov
Asbestos/Hazardous Materials	Shar TeBeest	(608) 266-1476	sharlene.tebeest@dot.wi.gov
Archeological Sites	Lynn Cloud	(608) 266-0099	lynn.cloud@dot.wi.gov
Air Quality and Noise	Chris Egger	(608) 266-0208	christopher.egger@dot.wi.gov

Utility Example

WISCONSIN DEPARTMENT OF TRANSPORTATION
Doing Business
Search | Log Off

ID: 5100-07-71	Contract ID: 20131112004	Contract Type: LET	FHWA Oversight: NO	SWB Cleared: No
Title: CASHTON-ONTARIO	Federal ID: WISC 2013458	Region: SW	County: MONROE	Region Cleared: No
Limits: CASHTON ELY TO BRUSH CREEK BRIDGE	Concept: RECONDITION	Route: STH 33	Status: A	PSE Date: 05/01/2013
Manager: VANDER WIELEN, ANTHO	Supervisor: GREGAS III, JOSEPH A	Leader:		

Back Edit

Subject Area:	UTL
Subject	UTLs not acquired
Author:	Gary Jackson
Add Date:	04/29/2013
Note:	There have been some late plan changes that require utility redesign and cost revisions to 2 utility estimates. Time has also been included for DOT CO Utility Section review time. All parcels are expected to be acquired by 6-28-13. Gary Jackson 4-26-13.

Questions about the content of this page:
Contact Name: WisDOT Computer Help Desk 1-800-362-3050

UTL Exceptions

WISCONSIN DEPARTMENT OF TRANSPORTATION
Doing Business
Search | Log Off

Back to Project Details

ID: 5100-07-71	Contract ID: 20131112004	Contract Type: LET	FHWA Oversight: NO	SWB Cleared: No
Title: CASHTON-ONTARIO	Federal ID: WISC 2013458	Region: SW	County: MONROE	Region Cleared: No
Limits: CASHTON ELY TO BRUSH CREEK BRIDGE	Concept: RECONDITION	Route: STH 33	Status: A	PSE Date: 05/01/2013
Manager: VANDER WIELEN, ANTHO	Supervisor: GREGAS III, JOSEPH A	Leader:		

UTILITY EXCEPTION:

Create Utility Exception	**Exception Recommendation By:**	Julie DeBauche	**Anticipated Completion Date:**	09/19/2013
Clear Exception			**Exception: If Set Now Cleared?**	false

Reason exception is required:	Parcel(s) not clear for letting There have been some late plan changes that require utility redesign and cost revisions to 2 utility estimates. Time has also been included for DOT CO Utility Section review time. All parcels are expected to be acquired by 6-28-13. Gary Jackson
Reason exception is required:	None
Reason exception is required:	None
Reason exception is required:	None

Save Reasons

Mitigation step required:	None

Save Mitigation

Approvals:

TSS Region Approval	**Exception Approval By:**		**Exception Approval Date:**	
PDS Region Approval	**Exception Approval By:**		**Exception Approval Date:**	
BTS Approval	**Exception Approval By:**		**Exception Approval Date:**	

https://trust.dot.state.wi.us/pse/projectDetails.do?method=viewUtilException[8/15/2013 6:45:56 PM]

WISCONSIN DEPARTMENT OF TRANSPORTATION
Doing Business
Search | Log Off

ID: 1060-33-72	Contract ID: 20130910002	Contract Type: LET	FHWA Oversight: YES	SWB Cleared: No
Title: ZOO IC, WATERTOWN PLANK INTERCHANGE	Federal ID: WISC 2013420	Region: SE	County: MILWAUKEE	Region Cleared: No
Limits: WATERTOWN PLANK INTERCHANGE	Concept: CONST/BRIDGE REPLACEMENT	Route: USH 45	Status: A	PSE Date: 05/01/2013
Manager: FLIERL, KURT G	Supervisor: ROSELLE, JASON M	Leader:		

Back Edit

Subject Area:	UTL
Subject	Parcels to acquire. final usr required
Author:	Julie DeBauche
Add Date:	07/09/2013
Note:	Parcels to acquire. Final USR required. JD 7/9/2013

Questions about the content of this page:
Contact Name: WisDOT Computer Help Desk 1-800-362-3050

UTL Exceptions

WISCONSIN DEPARTMENT OF TRANSPORTATION
Doing Business
Search | Log Off

Back to Project Details

ID: 1060-33-72	Contract ID: 20130910002	Contract Type: LET	FHWA Oversight: YES	SWB Cleared: No
Title: ZOO IC, WATERTOWN PLANK INTERCHANGE	Federal ID: WISC 2013420	Region: SE	County: MILWAUKEE	Region Cleared: No
Limits: WATERTOWN PLANK INTERCHANGE	Concept: CONST/BRIDGE REPLACEMENT	Route: USH 45	Status: A	PSE Date: 05/01/2013
Manager: FLIERL, KURT G	Supervisor: ROSELLE, JASON M	Leader:		

UTILITY EXCEPTION:

Create Utility Exception	**Exception Recommendation By:**	Sandra Ratz	**Anticipated Completion Date:**	09/19/2013
Clear Exception			**Exception: If Set Now Cleared?**	false

Reason exception is required:	R61
Reason exception is required:	None
Reason exception is required:	None
Reason exception is required:	None

Save Reasons

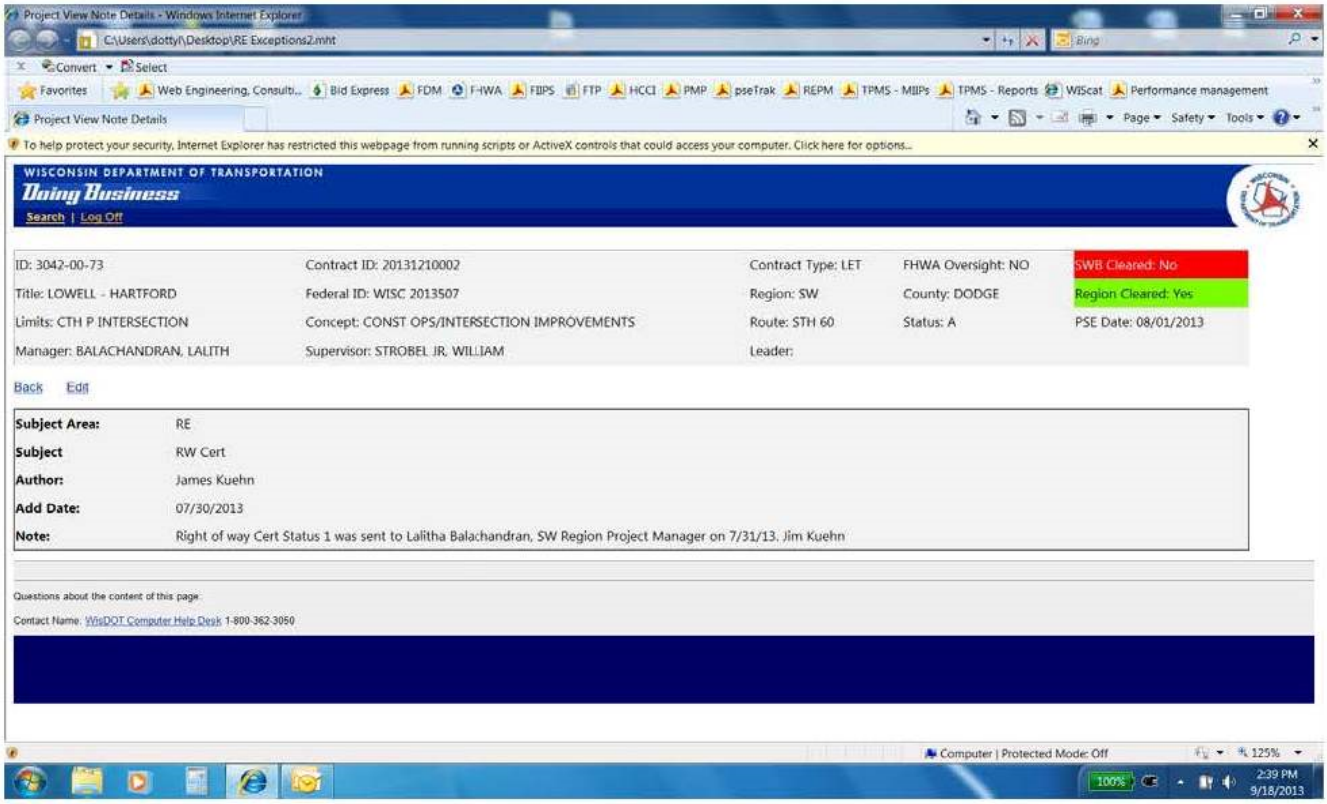
Mitigation step required:	None

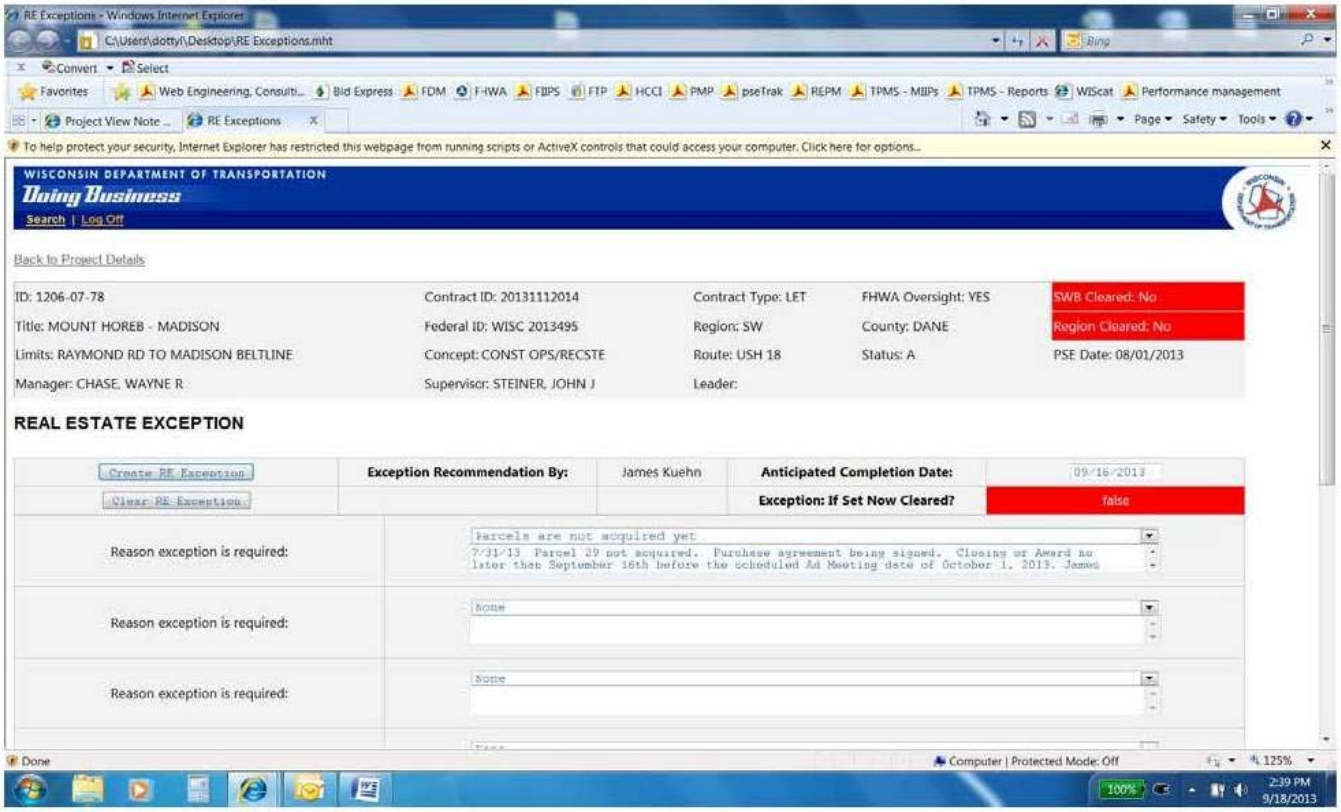
Save Mitigation

Approvals:

TSS Region Approval	**Exception Approval By:**	Claudia Peterson	**Exception Approval Date:**	06/27/2013
PDS Region Approval	**Exception Approval By:**	Roberto Gutierrez	**Exception Approval Date:**	06/27/2013
BTS Approval	**Exception Approval By:**		**Exception Approval Date:**	

Real Estate Examples





Letting Date Tuesday	PSE Due	PSE Submitted To FHWA	AD Meeting	Ad on WISDOT Internet Site
	2026			
May 12, 26	Feb 1	Mar 16, 26	Mar 31, 26	Apr 7, 26
Jun 9, 26		Apr 13, 26	Apr 28, 26	May 5, 26
Jul 14, 26		May 18, 26	Jun 2, 26	Jun 9, 26
Aug 11, 26	May 1	Jun 15, 26	Jun 30, 26	Jul 7, 26
Sep 15, 26 *		Jul 20, 26	Aug 4, 26	Aug 11, 26
Oct 13, 26		Aug 17, 26	Sep 1, 26	Sep 8, 26
Nov 10, 26	Aug 1	Sep 14, 26	Sep 29, 26	Oct 6, 26
Dec 8, 26		Oct 12, 26	Oct 27, 26	Nov 3, 26
Jan 12, 27		Nov 16, 26	Dec 1, 26	Dec 8, 26
2027				
Feb 9, 27	Nov 1	Dec 14, 26	Dec 29, 26	Jan 5, 27
Mar 9, 27		Jan 11, 27	Jan 26, 27	Feb 2, 27
Apr 13, 27		Feb 15, 27	Mar 2, 27	Mar 9, 27
	2027			
May 11, 27	Feb 1	Mar 15, 27	Mar 30, 27	Apr 6, 27
Jun 8, 27		Apr 12, 27	Apr 27, 27	May 4, 27
Jul 13, 27		May 17, 27	Jun 1, 27	Jun 8, 27
Aug 10, 27	May 1	Jun 14, 27	Jun 29, 27	Jul 6, 27
Sep 14, 27		Jul 19, 27	Aug 3, 27	Aug 10, 27
Oct 12, 27		Aug 16, 27	Aug 31, 27	Sep 7, 27
Nov 9, 27	Aug 1	Sep 13, 27	Sep 28, 27	Oct 5, 27
Dec 14, 27		Oct 18, 27	Nov 2, 27	Nov 9, 27
Jan 11, 28		Nov 15, 27	Nov 30, 27	Dec 7, 27
2028				
Feb 8, 28	Nov 1	Dec 13, 27	Dec 28, 27	Jan 4, 28
Mar 14, 28		Jan 18, 28	Feb 1, 28	Feb 8, 28
Apr 11, 28		Feb 14, 28	Feb 29, 28	Mar 7, 28
	2028			
May 9, 28	Feb 1	Mar 13, 28	Mar 28, 28	Apr 4, 28
Jun 13, 28		Apr 17, 28	May 2, 28	May 9, 28
Jul 11, 28		May 15, 28	May 30, 28	Jun 6, 28
Aug 8, 28	May 1	Jun 12, 28	Jun 27, 28	Jul 5, 28
Sep 12, 28		Jul 17, 28	Aug 1, 28	Aug 8, 28
Oct 10, 28		Aug 14, 28	Aug 29, 28	Sep 5, 28
Nov 14, 28	Aug 1	Sep 18, 28	Oct 3, 28	Oct 10, 28
Dec 12, 28		Oct 16, 28	Oct 31, 28	Nov 7, 28
Jan 9, 29		Nov 13, 28	Nov 28, 28	Dec 5, 28

Letting Date Tuesday	PSE Due	PSE Submitted To FHWA	AD Meeting	Ad on WISDOT Internet Site
2029				
Feb 13, 29	Nov 1	Dec 18, 28	Jan 2, 29	Jan 9, 29
Mar 13, 29		Jan 16, 29	Jan 30, 29	Feb 6, 29
Apr 10, 29		Feb 12, 29	Feb 27, 29	Mar 6, 29
	2029			
May 8, 29	Feb 1	Mar 12, 29	Mar 27, 29	Apr 3, 29
Jun 12, 29		Apr 16, 29	May 1, 29	May 8, 29
Jul 10, 29		May 14, 29	May 29, 29	Jun 5, 29
Aug 14, 29	May 1	Jun 18, 29	Jul 3, 29	Jul 10, 29
Sep 11, 29		Jul 16, 29	Jul 31, 29	Aug 7, 29
Oct 9, 29		Aug 13, 29	Aug 28, 29	Sep 4, 29
Nov 13, 29	Aug 1	Sep 17, 29	Oct 2, 29	Oct 9, 29
Dec 11, 29		Oct 15, 29	Oct 30, 29	Nov 6, 29
Jan 8, 30		Nov 12, 29	Nov 27, 29	Dec 4, 29
2030				
Feb 12, 30	Nov 1	Dec 17, 29	Jan 2, 30	Jan 8, 30
Mar 12, 30		Jan 14, 30	Jan 29, 30	Feb 5, 30
Apr 9, 30		Feb 11, 30	Feb 26, 30	Mar 5, 30
	2030			
May 14, 30	Feb 1	Mar 18, 30	Apr 2, 30	Apr 9, 30
Jun 11, 30		Apr 15, 30	Apr 30, 30	May 7, 30
Jul 16, 30 *		May 20, 30	Jun 4, 30	Jun 11, 30
Aug 13, 30	May 1	Jun 17, 30	Jul 2, 30	Jul 9, 30
Sep 10, 30		Jul 15, 30	Jul 30, 30	Aug 6, 30
Oct 8, 30		Aug 12, 30	Aug 27, 30	Sep 3, 30
Nov 12, 30	Aug 1	Sep 16, 30	Oct 1, 30	Oct 8, 30
Dec 10, 30		Oct 14, 30	Oct 29, 30	Nov 5, 30
Jan 14, 31		Nov 18, 30	Dec 3, 30	Dec 10, 30
	2031			
Feb 11, 31	Nov 1	Dec 16, 30	Jan 2, 31	Jan 7, 31
Mar 11, 31		Jan 13, 31	Jan 28, 31	Feb 4, 31
Apr 8, 31		Feb 10, 31	Feb 25, 31	Mar 4, 31
	2031			
May 13, 31	Feb 1	Mar 17, 31	Apr 1, 31	Apr 8, 31
Jun 10, 31		Apr 14, 31	Apr 29, 31	May 6, 31
Jul 15, 31 *		May 19, 31	Jun 3, 31	Jun 10, 31
Aug 12, 31	May 1	Jun 16, 31	Jul 1, 31	Jul 8, 31
Sep 9, 31		Jul 14, 31	Jul 29, 31	Aug 5, 31

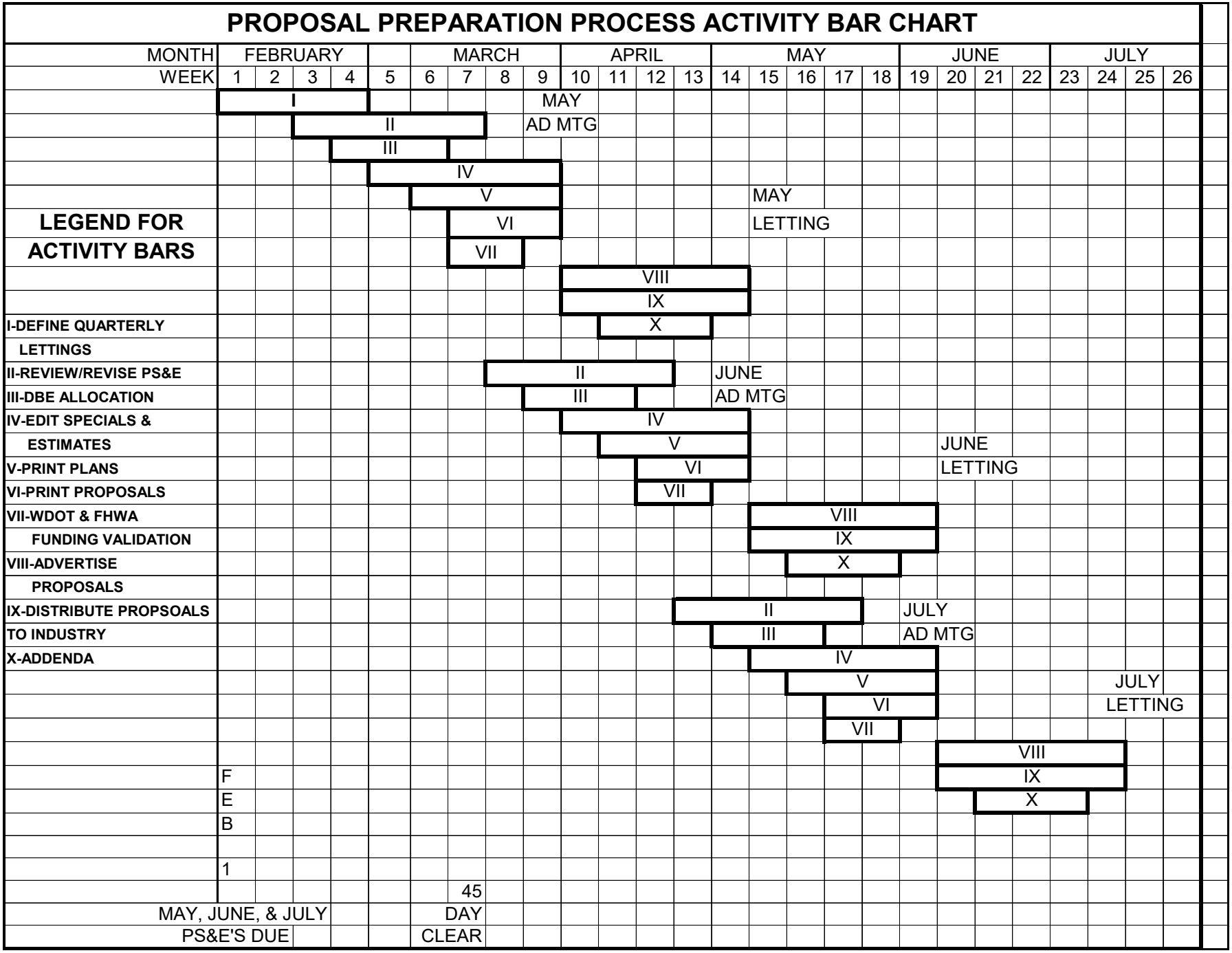
Letting Date Tuesday	PSE Due	PSE Submitted To FHWA	AD Meeting	Ad on WISDOT Internet Site
Oct 14, 31		Aug 18, 31	Sep 2, 31	Sep 9, 31
Nov 11, 31	Aug 1	Sep 15, 31	Sep 30, 31	Oct 7, 31
Dec 9, 31		Oct 13, 31	Oct 28, 31	Nov 4, 31
Jan 13, 32		Nov 17, 31	Dec 2, 31	Dec 9, 31
2032				
Feb 10, 32	Nov 1	Dec 15, 31	Dec 30, 31	Jan 6, 32
Mar 9, 32		Jan 12, 32	Jan 27, 32	Feb 3, 32
Apr 13, 32		Feb 16, 32	Mar 2, 32	Mar 9, 32
	2032			
May 11, 32	Feb 1	Mar 15, 32	Mar 30, 32	Apr 6, 32
Jun 8, 32		Apr 12, 32	Apr 27, 32	May 4, 32
Jul 13, 32		May 17, 32	Jun 1, 32	Jun 8, 32
Aug 10, 32	May 1	Jun 14, 32	Jun 29, 32	Jul 6, 32
Sep 14, 32		Jul 19, 32	Aug 3, 32	Aug 10, 32
Oct 12, 32		Aug 16, 32	Aug 31, 32	Sep 7, 32
Nov 9, 32	Aug 1	Sep 13, 32	Sep 28, 32	Oct 5, 32
Dec 14, 32		Oct 18, 32	Nov 2, 32	Nov 9, 32
Jan 11, 33		Nov 15, 32	Nov 30, 32	Dec 7, 32
2033				
Feb 8, 33	Nov 1	Dec 13, 32	Dec 28, 32	Jan 4, 33
Mar 8, 33		Jan 10, 33	Jan 25, 33	Feb 1, 33
Apr 12, 33		Feb 14, 33	Mar 1, 33	Mar 8, 33
	2033			
May 10, 33	Feb 1	Mar 14, 33	Mar 29, 33	Apr 5, 33
Jun 14, 33		Apr 18, 33	May 3, 33	May 10, 33
Jul 12, 33		May 16, 33	May 31, 33	Jun 7, 33
Aug 9, 33	May 1	Jun 13, 33	Jun 28, 33	Jul 5, 33
Sep 13, 33		Jul 18, 33	Aug 2, 33	Aug 9, 33
Oct 11, 33		Aug 15, 33	Aug 30, 33	Sep 6, 33
Nov 8, 33	Aug 1	Sep 12, 33	Sep 27, 33	Oct 4, 33
Dec 13, 33		Oct 17, 33	Nov 1, 33	Nov 8, 33
Jan 10, 34		Nov 14, 33	Nov 29, 33	Dec 6, 33
2034				
Feb 14, 34	Nov 1	Dec 19, 33	Jan 3, 34	Jan 10, 34
Mar 14, 34		Jan 17, 34	Jan 31, 34	Feb 7, 34
Apr 11, 34		Feb 13, 34	Feb 28, 34	Mar 7, 34
	2034			
May 9, 34	Feb 1	Mar 13, 34	Mar 28, 34	Apr 4, 34

Letting Date Tuesday	PSE Due	PSE Submitted To FHWA	AD Meeting	Ad on WISDOT Internet Site
Jun 13, 34		Apr 17, 34	May 2, 34	May 9, 34
Jul 11, 34		May 15, 34	May 30, 34	Jun 6, 34
Aug 8, 34	May 1	Jun 12, 34	Jun 27, 34	Jul 5, 34
Sep 12, 34		Jul 17, 34	Aug 1, 34	Aug 8, 34
Oct 10, 34		Aug 14, 34	Aug 29, 34	Sep 5, 34
Nov 14, 34	Aug 1	Sep 18, 34	Oct 3, 34	Oct 10, 34
Dec 12, 34		Oct 16, 34	Oct 31, 34	Nov 7, 34
Jan 9, 35		Nov 13, 34	Nov 28, 34	Dec 5, 34
2035				
Feb 13, 35	Nov 1	Dec 18, 34	Jan 2, 35	Jan 9, 35
Mar 13, 35		Jan 16, 35	Jan 30, 35	Feb 6, 35
Apr 10, 35		Feb 12, 35	Feb 27, 35	Mar 6, 35
	2035			
May 8, 35	Feb 1	Mar 12, 35	Mar 27, 35	Apr 3, 35
Jun 12, 35		Apr 16, 35	May 1, 35	May 8, 35
Jul 10, 35		May 14, 35	May 29, 35	Jun 5, 35
Aug 14, 35	May 1	Jun 18, 35	Jul 3, 35	Jul 10, 35
Sep 11, 35		Jul 16, 35	Jul 31, 35	Aug 7, 35
Oct 9, 35		Aug 13, 35	Aug 28, 35	Sep 4, 35
Nov 13, 35	Aug 1	Sep 17, 35	Oct 2, 35	Oct 9, 35
Dec 11, 35		Oct 15, 35	Oct 30, 35	Nov 6, 35
Jan 8, 36		Nov 12, 35	Nov 27, 35	Dec 4, 35
2036				
Feb 12, 36	Nov 1	Dec 17, 35	Jan 2, 36	Jan 8, 36
Mar 11, 36		Jan 14, 36	Jan 29, 36	Feb 5, 36
Apr 8, 36		Feb 11, 36	Feb 26, 36	Mar 4, 36
	2036			
May 13, 36	Feb 1	Mar 17, 36	Apr 1, 36	Apr 8, 36
Jun 10, 36		Apr 14, 36	Apr 29, 36	May 6, 36
Jul 15, 36 *		May 19, 36	Jun 3, 36	Jun 10, 36
Aug 12, 36	May 1	Jun 16, 36	Jul 1, 36	Jul 8, 36
Sep 9, 36		Jul 14, 36	Jul 29, 36	Aug 5, 36
Oct 14, 36		Aug 18, 36	Sep 2, 36	Sep 9, 36

* Third Tuesday if Labor Day is on a Monday

* Third Tuesday if Independence Day is on a Thursday or Friday

PROPOSAL PREPARATION PROCESS ACTIVITY BAR CHART



PROJECT LETTING PROCESS FOR FISCAL YEAR "X"

Fiscal Year	Month	EVENTS
"X minus 2"	May June	Start Development of Preliminary LIP for FY "X."
"X minus 1"	July	Jul 15: Preliminary LIP for FY "X" due in CO.
	August September October	Oct 1: LIP for FY "X" completed.
	November December January	Feb 1: PS&Es for May and June of FY "X minus 1" and July of FY "X" due in CO.
	February March April	
	May June	May 1: PS&Es for August, September, and October of FY "X" due in CO.
"X"	July	
	August September October	Aug. 1: PS&Es for November, December, and January of FY "X" due in CO.
	November December January	Nov. 1: PS&Es for February, March, and April of FY "X" due in CO.
	February March April	Feb. 1: PS&Es for May and June of FY "X" and July of FY "X plus 1" due in CO.
	May June	
"X plus 1"	July	

This table shows only those events associated with a hypothetical fiscal year "X." Activities for the previous year and subsequent year would overlap into this schedule.

SCHEDULE FOR ESTABLISHING ANNUAL (LIP)

Error! Bookmark not defined.**Date**	**Activity**	**Responsibility**
By 5/1	Establish annual FY program levels	HPC & BSHP*
By 5/1	Publish statewide and region program levels and advise regions to adjust their programs accordingly.	PLP Committee
Start 5/1	Adjust programs to match authorized levels	Regions
By 6/1	Establish local programs	BSHP
6/1 - 7/15	Verify project delivery schedule. Based on PS&E ready date assign project to month and quarter to be let. Verify cost estimate. Verify major quantities.	Regions
By 7/15	Schedules copied Submit preliminary LIP to CO committee	BSHP & Regions
7/15 - 9/1	Compile monthly and quarterly let list, costs and quantities. Verify compliance with monthly and quarterly targets. Verify funding availability. Determine need for revisions.	PLP Committee
9/1 - 10/1	Solicit needed revisions and revise schedules to meet/satisfy various goals.	PLP Committee & Regions
By 10/1	Establish and publish LIP	PLP Committee

Sample Letting Restriction List

Date: 04/30/96
From:
To: David Dettmann DETTMD - HFRC
Subject: Letting Restriction List, Dist ____

This list identifies certain FY ____ projects that must be restricted to a particular letting and provides the reason for the restrictions.

Project ID #	Month of Letting	Reason for the Restriction (see below)
XXXX-XX-XX	Jan '97	#1
YYYY-YY-YY	Feb '97	#4
ZZZZ-ZZ-ZZ	Feb '97	#5, road must be open before school year starts.

.
.

#1 = Latest date to permit construction completion in calendar year.
#2 = Project sequencing; future projects depend upon timing of this one.
#3 = Provides lead time for delivery of steel or other materials.
#4 = Construction time for delivery of steel or other materials.
#5 = Permit opening to traffic by key date (explain).
#6 = Local commitments (explain).
#7 = Other (explain).

CUMULATIVE MONTHLY GOALS

	Allowable Range	
Letting Month	**Percent of Annual Let Goal**	**Example based on $1 Billion Annual Let Goal (in Millions)**
July	2 - 12%	$20 - 120
August	4 - 16%	$40 - 160
September	6 - 20%	$60 - 200
October	12 - 24%	$120 - 240
November	24 - 35%	$240 - 350
December	39 - 49%	$390 - 490
January	52 - 62%	$520 - 620
February	66 - 73%	$660 - 730
March	80 - 87%	$800 - 870
April	87 - 93%	$870 - 930
May	93 - 97%	$930 - 970
June	99 - 101%	$970-1010

PATENTED OR PROPRIETARY PRODUCT JUSTIFICATION

Wisconsin Department of Transportation

DT1584 9/2020

By signature of this document, the State official is certifying that in accordance with the requirements of FDM 19-1-5 this patented or proprietary item is:

☒ Essential for synchronization (See 19-1-5.2.1)

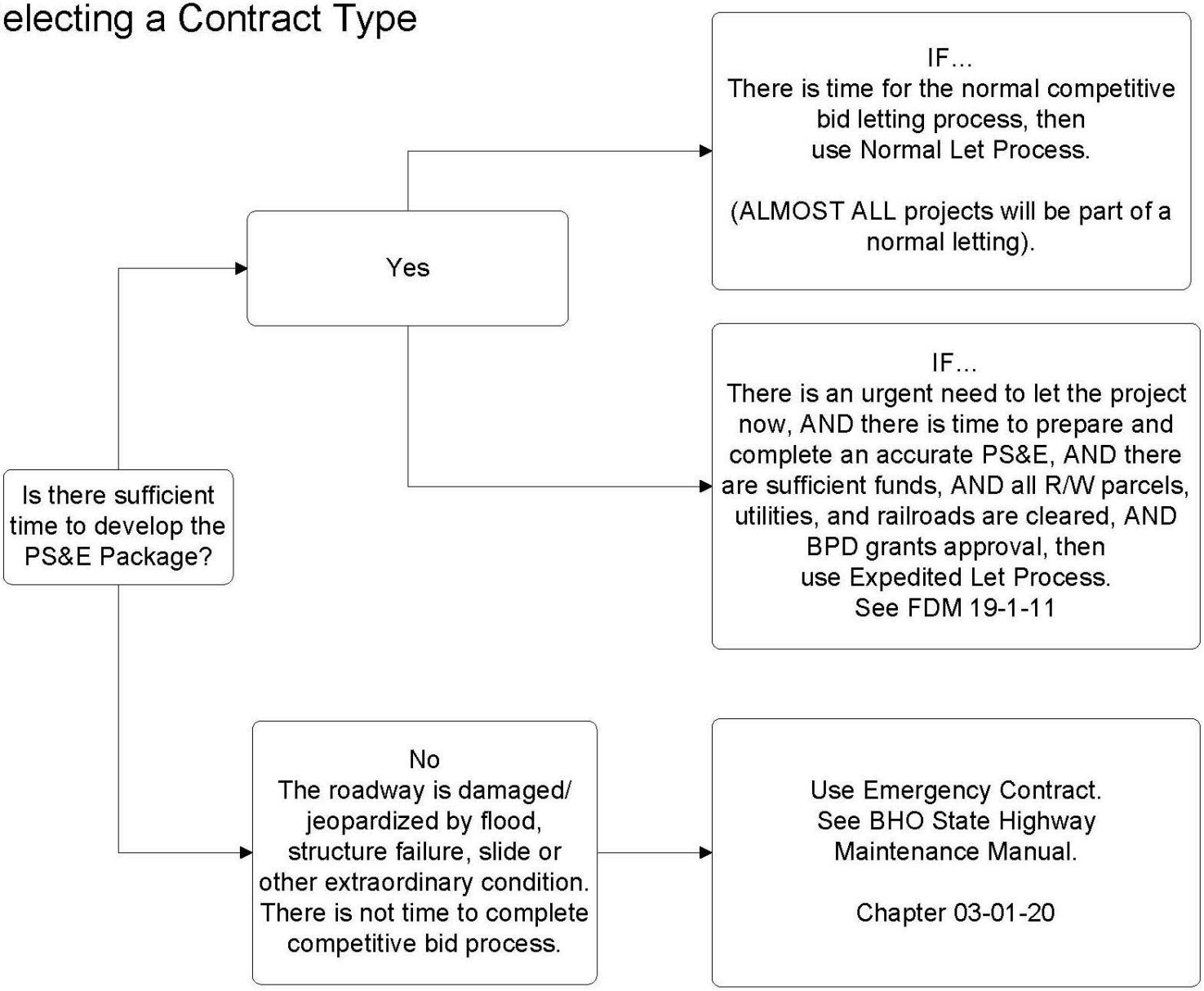
☐ No equally suitable alternative exists (See 19-1-5.2.2)

☐ Specified product is deemed to be in the best interest of the public (See 19-1-5.2.3)

☐ Research (See 19-1-5.2.4)

Duration	Project Specific Information
☒ Project Specific ☐ Statewide Certification (5 yrs maximum) Specify dates: From: To:	Project ID and Title

Product(s)/Material(s) and Name of Manufacturer:

Product Justification (Provide a short description of the justification for the proposed proprietary application in the context of FDM 19-1-5.2. Use no more than the space below, min. 9pt. font):		
Region Chief for region non-local project <u>or</u> Region Project Manager for region local program project <u>or</u> Bureau Chief for Statewide: (signature)	Name	Date

Selecting a Contract Type