

Local Public Agency (LPA) Project Design Scheduling Tool

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Design Scheduling Tool Team

- Scheduling Tool was originally developed by Northwest Region(NWR) Local Program Team
 - The tool was designed to help with scheduling when reviewing project applications as a large number were coming in due to BIL
- Scheduling Tool was modified for LPA use by the statewide Local Program Procedures Committee and refined with feedback from Local Program Supervisors and support staff within WisDOT



Design Scheduling Tool Use

- Scheduling Tool is only an aid to provide a general design schedule, specific schedules should be developed with the assigned Local Program Project Manager.
- Scheduling Tool is intended for Local Program design projects with federal funding being Let by WisDOT.
 - STP Rural, STP Urban, STP Local, Local Bridge Improvement, or HSIP
- Project Scheduling Tool should not be used for state funded reimbursement programs, transit programs, or procurement projects.
 - LRIP, ARIP, GTA, Connecting Highways, Emergency Relief



LPA Project Design Scheduling Tool Sample

Sponsor			Environment Complexity Checklist	Yes	No
County			Real Estate > 0.5 acres	<input type="checkbox"/>	<input type="checkbox"/>
Roadway/ Structure ID			Curb Ramps in Project Limits	<input type="checkbox"/>	<input type="checkbox"/>
Project Limits			Roadway/ Structure Widening	<input type="checkbox"/>	<input type="checkbox"/>
Project Length			Project to Impact Public Land	<input type="checkbox"/>	<input type="checkbox"/>
AADT Traffic Count/ Count Year			Excavation Deeper than 2ft	<input type="checkbox"/>	<input type="checkbox"/>
Program Cycle (Start/ End Year)			Historical Property in Limits	<input type="checkbox"/>	<input type="checkbox"/>
Project Type	Bridge Replacement		Archeological Site in Limits	<input type="checkbox"/>	<input type="checkbox"/>
Design Funding (Estimated Cost)	Yes under \$200k		Project to Impact Floodplain	<input type="checkbox"/>	<input type="checkbox"/>
Real Estate	None		Hazardous Material Open Site	<input type="checkbox"/>	<input type="checkbox"/>
Railroad	None within 1000 ft		Endangered Species Mitigation	<input type="checkbox"/>	<input type="checkbox"/>
Utility Timeline	Bridge Replacement		Wetland or Waterway Impacts	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Complexity	Low		Public Concerns with Project	<input type="checkbox"/>	<input type="checkbox"/>
Minimum Project Timeline	14	Months	Other Project Concerns	<input type="checkbox"/>	<input type="checkbox"/>
Recommended Schedule	Deadline		Earliest Delivery Schedule		
SMA & Authorization Approved	12/1/2024		SMA & Authorization Approved	5/17/2024	
Consultant Selection (DT1515)	1/1/2025		Consultant Selection (DT1515)	6/17/2024	
Design Contract Authorized	3/1/2025		Design Contract Authorized	8/17/2024	
Environmental Document Signed	7/1/2025		Environmental Document Signed	12/17/2024	
Design Study Report Signed	9/1/2025		Design Study Report Signed	2/17/2025	
Plat Recorded/ Real Estate Start	N/A		Plat Recorded/ Real Estate Start	N/A	
PSE	11/1/2025		Earliest PSE	4/17/2025	
Recommended Letting	2/1/2026		Earliest Letting	7/17/2025	
Construction Year	2026				



Tool Breakdown: Project Information

- Blue cells are to be filled in manually with information available and do not impact project schedule.
- Orange cells are selected from a drop-down list and will change project schedule.
- Cells with no color are automatically generated from other cells and should not be changed.

Sponsor		
County		
Roadway/ Structure ID		
Project Limits		
Project Length		
AADT Traffic Count/ Count Year		
Program Cycle (Start/ End Year)		
Project Type	Bridge Replacement	
Design Funding (Estimated Cost)	Yes under \$200k	
Real Estate	None	
Railroad	None within 1000 ft	
Utility Timeline	Bridge Replacement	
Environmental Complexity	Low	
Minimum Project Timeline	14	Months



Tool Breakdown: Environmental Checklist

- Select Yes or No box based on item noted in Checklist.
- Each cell refers to different regulations and/ or processes.
 - If unsure whether to check Yes or No, it is better to leave item unchecked.
 - Each “Yes” box will increase Environment Complexity rating.

Environment Complexity Checklist	Yes	No
Real Estate > 0.5 acres	<input type="checkbox"/>	<input type="checkbox"/>
Curb Ramps in Project Limits	<input type="checkbox"/>	<input type="checkbox"/>
Roadway/ Structure Widening	<input type="checkbox"/>	<input type="checkbox"/>
Project to Impact Public Land	<input type="checkbox"/>	<input type="checkbox"/>
Excavation Deeper than 2ft	<input type="checkbox"/>	<input type="checkbox"/>
Historical Property in Limits	<input type="checkbox"/>	<input type="checkbox"/>
Archeological Site in Limits	<input type="checkbox"/>	<input type="checkbox"/>
Project to Impact Floodplain	<input type="checkbox"/>	<input type="checkbox"/>
Hazardous Material Open Site	<input type="checkbox"/>	<input type="checkbox"/>
Endangered Species Mitigation	<input type="checkbox"/>	<input type="checkbox"/>
Wetland or Waterway Impacts	<input type="checkbox"/>	<input type="checkbox"/>
Public Concerns with Project	<input type="checkbox"/>	<input type="checkbox"/>
Other Project Concerns	<input type="checkbox"/>	<input type="checkbox"/>



Tool Breakdown: Schedule Feasibility Check

- Schedule Feasibility Check is based off SMA and Project Authorization being completed one month from today.
- This is used as a check on the Recommended Schedule; it does not provide actual schedule dates.

Schedule Feasibility Check (Do not use.)	
SMA & Authorization Approved	5/17/2024
Consultant Selection (DT1515)	6/17/2024
Design Contract Authorized	8/17/2024
Environmental Document Signed	12/17/2024
Design Study Report Signed	2/17/2025
Plat Recorded/ Real Estate Start	N/A
Earliest PSE	4/17/2025
Earliest Letting	7/17/2025



Tool Breakdown: Recommended Schedule

- To create a Recommended Schedule, select desired Construction Year from drop down table.
- Schedule is set to provide a deadline for each critical process/ deliverable as listed.
- Items run concurrently when possible.
 - Includes Real Estate, Railroad, and Utility coordination.

Recommended Schedule	Deadline
SMA & Authorization Approved	12/1/2024
Consultant Selection (DT1515)	1/1/2025
Design Contract Authorized	3/1/2025
Environmental Document Signed	7/1/2025
Design Study Report Signed	9/1/2025
Plat Recorded/ Real Estate Start	N/A
PSE	11/1/2025
Recommended Letting	2/1/2026
Construction Year	2026



Tool Breakdown: Recommended Schedule Continued

- If schedule is not considered feasible then cells will turn red based on dates noted in the Schedule Feasibility Check table.
- Work with the Region Local Program Team if specific Construction Year is needed for a project. As Scheduling Tool acts only as a schedule aid.

Recommended Schedule	Deadline
SMA & Authorization Approved	12/1/2023
Consultant Selection (DT1515)	1/1/2024
Design Contract Authorized	3/1/2024
Environmental Document Signed	7/1/2024
Design Study Report Signed	9/1/2024
Plat Recorded/ Real Estate Start	N/A
PSE	11/1/2024
Recommended Letting	2/1/2025
Construction Year	2025



Project Data

Project Type	Utility Timeline		Design Contract Included	Months	Environmental Complexity	Months	Real Estate	Months	Railroad	Months
	Months	Months								
Bridge Rehabilitation	2	2	None	0	Low	4	None	0	None within 1000 ft	0
Bridge Replacement	2	2	Yes under \$200k	3	Medium	6	Temporary Interest Only	12	Near Project (in 1000ft)	6
Resurfacing	2	2	Yes \$200k to \$1million	5	High	9	Less than 1/2 acre	12	In Project Limits	12
Pavement Replacement	2	2	Yes over \$1million	8	Extreme	12	More than 1/2 acre	15	Signal or Crossing Work	24
Recondition	4	4					Large Parcels	18		
Reconstruction	6	5					Real Estate > 0.5 acres	FALSE 0	Parklands	18
Expansion	12	6					Curb Ramps in Project Limits	FALSE 0	Relocation	24
Major Project	12	9					Roadway/ Structure Widening	FALSE 0		
Signal/ Signage	2	2					Project to Impact Public Land	FALSE 0		
Trail/ Pedestrian	3	3					Excavation Deeper than 2ft	FALSE 0		
Other	3	3					Historical Property in Limits	FALSE 0		
							Archeological Site in Limits	FALSE 0		
Preferred PSE							Project to Impact Floodplain	FALSE 0		
May							Hazardous Material Open Site	FALSE 0		
August							Endangered Species Mitigation	FALSE 0		
November							Wetland or Waterway Impacts	FALSE 0		
February							Public Concerns with Project	FALSE 0		
							Other Project Concerns	FALSE 0		



Schedule Tool Data Breakdown

- Schedule data is based on months and allow for easier adjustments.
- Data is broken down by each critical task and deliverable.
- Items and months are based on past project experience, the Facility Development Manual (FDM), LPA Guide, Local Program Real Estate and Utility Guides to meet federal and state requirements.
- Guides can be found on at [Wisconsin Department of Transportation Federal/State Aid Project Delivery \(wisconsindot.gov\)](http://wisconsindot.gov)



Questions



Thanks for your time!

