## California Department of Transportation Transportation Planning Grants Fiscal Year 2011-2012

## SAMPLE PROJECT TIMELINE

	Project Title	City of Can Do Planning Project										G	rar	nte	Э.	The Council of Governme									ents
		Fund Source						Fiscal Year 2011/12						2 FY			2012/13				FY	201	13/1	4	
Task Number		Responsible Party	Total Cost	Grant L	ocal	JA	4 s c	л	ЪJ	FN		۸J	JA	s	DNI	DJ	FΝ		MJ	J	٩s	01	ND	JI	Deliverable
1.0	Project Contracting																								
1.1	Project Initiation / Kick-off Meeting	The COG	\$500	\$450	\$50																				Meeting Summary
1.2	Staff coordination	The COG	\$3,000	\$2,700	\$300																				Monthly meetings with summary notes
1.3	RFP for consultant selection	The COG	\$1,500	\$1,350	\$150																				Consultant contract
2.0	Public Outreach																								
2.1	Community Workshop #1	Consultant	\$5,000	\$4,500	\$500																				Workshop summary
2.2	Community Workshop #2	Consultant	\$7,000	\$6,300	\$700																				Workshop summary
2.3	Safety/Bicycle Advisory Commission Meeting	Consultant	\$800	\$720	\$80									П											Joint Planning/Parking and Safety/Bicycle Advisory Commission
3.0	Streetscape Design	eetscape Design																							
3.1	Develop Streetscape Concept	Consultant	\$10,000	\$9,000	\$1,000																				Develop Streetscape Concept
3.2	Develop Design Concept Alternatives	Consultant	\$15,000	\$13,500	\$1,500				П									П							Develop Design Concept Alternatives
3.3	Draft Final Design Concept & Report	Consultant	\$10,000	\$9,000	\$1,000																				Draft Final Design Concept and Report
3.4	Final Design Concepts & Report	Consultant	\$5,000	\$4,500	\$500																				Final Design Concept and Report
3.5	Community Workshop #3	Consultant	\$8,000	\$7,200	\$800																				Workshop summary
3.6	City Council Adoption	The COG	\$200	\$180	\$20																				Council Resolution and/or Meeting Minutes
4.0	roject Management & Administration																								
4.1	Project Administration	The COG	\$3,000	\$2,700	\$150																				Project administration and coordination
4.2	Submit Info for Quarterly reports	The COG	\$0	\$0	\$0																				Quartery Reports
	TOTALS		\$69,000	\$62,100	\$6,750																				

This sample timeline is for illustrative purposes only. Your scope of work and timeline may include different tasks under different headings. Local match must be proportionally distributed throughout each task.