



**RIGHT OF WAY INVOLVEMENT - PROJECT DELIVERY
PROCESS PHASE II (Cont.)**

Capital Project Milestones (Listing by Number)
June 2000

I.D.	MILESTONE NAME	Milestone Definition	WBS Level	Main WBS 5.0 Logic Tie	Status
M000	IDENTIFY NEED	Date District identifies project need and begins project studies.	5	Start-1. @ earliest level 5 activity	SWO
M010	APPROVE PID	Date District approves Project Initiation Documents.	5	Finish-1.150	SWO
M015	PROGRAM PROJECT	Date Project is programmed as part of workload document.	5	Start-2. @ earliest level 5 activity	HQM
M020	BEGIN ENVIRONMENTAL	Date District initiates Environmental Studies.	5	Start-2.165	SWO
M040	BEGIN PROJECT	Date District initiates Draft Project Report	5	Start-2.160	SWO
M060	CIRC DPR & DED IN DIST	Date District circulates Draft Project Report & Draft environmental document within the District	5	Finish-2.165	SWO
M100	APPROVE DPR	Date District approves Draft Project Report	5	Finish-2.160	SWO
M120	CIRCULATE DED	Date District approves circulation of Draft Environmental Document to local agencies, clearing-houses, etc.	5	Start-2.175	SWO
M140	PUBLIC HEARING	Date District conducts the public hearing.	5	Finish-2.175	SWO
M160	APPROVE FED	Date District approves the Final environmental document	6	Finish-2.180.10	SWO
M200	PA & ED	Date of approval to proceed with PS&E. Final Environmental Document has FHWA approval.	5	Finish-2. @ latest level 5 activity	HQM
M220	GEO BASE MAP	Date District completes the geometric base maps.	6	Finish-4.185.15	SWO
M221	BRIDGE SITE DATA ACCEPTED	Date ESC Division of Structures Design accepts the District's bridge site data.	5	Start-5.210	SWO
M222	BEGIN BRIDGE	Date ESC Division of Structures Design initiates structure design.	5	Start-5.215	SWO
M224	RIGHT OF WAY MAPS	Date District sends maps to Right of Way Engineering.	6	Finish-4.185.25	SWO
M225	REGULAR RIGHT OF WAY	Date District Right of Way initiates Right of Way appraisals.	5	Start-6.225	SWO
M260	SKELETON LAYOUT	Date District distributes skeleton layouts to functional units	5	Finish-4.185	SWO
M265	DESIGN SENDS LAST PARCEL TO RIGHT OF WAY	Date District sends final maps to Right of Way Engineering.	6	Finish-6.220.30	SWO

Status = (HQM = HQ Mandatory & SWO = Statewide Optional)

**RIGHT OF WAY INVOLVEMENT - PROJECT DELIVERY
PROCESS PHASE II (Cont.)**

Capital Project Milestones (Listing by Number) (Continued)
June 2000

I.D.	MILESTONE NAME	Milestone Definition	WBS Level	Main WBS 5.0 Logic Tie	Status
M270	STRUCTURE TYPE SELECTION	Date ESC Division of Structures Design determines type of structure to be used.	6	Finish-5.215.90	SWO
M275	GENERAL PLA	Date Engineering Service Center sends structures general plans to District.	5	Start-5.240	SWO
M300	CIRCULATE PLANS IN DISTRICT.	Date District circulates plans for review.	5	Finish-4.230	SWO
M320	GENERAL PLANS & FOUNDATION REPORT	Date Engineering Service Center completes structures general plans and foundation.	5	Finish-5.215	SWO
M360	ENV REEVAL	Date District completes the environmental re-evaluation	6	Finish-4.255.15	SWO
M376	STRUCTURES PLANS & QUANTITIES	Date ESC Division of Structures Design completes Structures Plans & Quantities.	6	Start-5.240.90	SWO
M377	PS&E TO DOE	Date District completes PS&E and sends to District Office Engineer.	5	Start-4.255	SWO
M378	DRAFT STRUCTURES PS&E	Date ESC Division of Structures Design sends structures PS&E to District.	5	Finish-5.240	SWO
M380	PROJECT PS&E	Date Districts sends PS&E to ESC Division of Office Engineer.	5	Finish-4. @ latest level 5 activity	HQM
M410	RIGHT OF WAY CERTIFICATION	Date District obtains Right of Way Certification.	5	Finish-6.225	HQM
M420	COMPLETE SPECIAL PROVISIONS	Date ESC Division of Office Engineer completes Special Provisions.	6	Finish-7.260.15	SWO
M460	READY TO LIST	Date ESC Division of Office Engineer determines contract is Ready to List for advertising.	5	Finish-7.260	HQM
M480	HEADQUARTERS ADVERTISE	Date ESC Division of Office Engineer advertises contract.	5	Finish-7.265.05	SWO
M500	APPROVE CONTRACT	Date Caltrans approves contract.	5	Finish-7.265	HQM
M600	CONSTRUCTION CONTRACT ACCEPTANCE	Date District accepts completed construction project.	5	Finish-8.270	HQM
M700	FINAL REPORT	Date District completely prepares final project files.	5	Finish-9.295	SWO
M800	END PROJECT	Earliest Date Project can be archived.	5	Finish-9. Or 6. @ latest level 5 activity	HQM

Status = (HQM = HQ Mandatory & SWO = Statewide Optional)

Capital Project Milestones (Continued)
June 2000

Capital Project Milestones – HQ Mandatory Statewide

I.D.	MILESTONE NAME	Milestone Definition	WBS Level	Main WBS 5.0 Logic Tie	Status
M015	PROGRAM PROJECT	Date Project is programmed as part of workload document.	5	Start-2. @ earliest level 5 activity	HQM
M200	PA & ED	Date of approval to proceed with PS&E. Final Environmental Document has FHWA approval.	5	Finish-2. @ latest level 5 activity	HQM
M380	PROJECT PS&E	Date Districts sends PS&E to ESC Division of Office Engineer.	5	Finish-4. @ latest level 5 activity	HQM
M410	RIGHT OF WAY CERTIFICATION	Date District obtains Right of Way Certification.	5	Finish-6.225	HQM
M460	READY TO LIST	Date ESC Division of Office Engineer determines contract is Ready to List for advertising.	5	Finish-7.260	HQM
M500	APPROVE CONTRACT	Date Caltrans approves contract.	5	Finish-7.265	HQM
M600	CONSTRUCTION CONTRACT ACCEPTANCE	Date District accepts completed construction project.	5	Finish-8.270	HQM
M800	END PROJECT	Earliest Date Project can be archived.	5	Finish-9. Or 6. @ latest level 5 activity	HQM

**RIGHT OF WAY INVOLVEMENT - PROJECT DELIVERY
PROCESS PHASE II (Cont.)**

Capital Project Milestones (Continued)
June 2000

Capital Project Milestones – Optional Statewide

I.D.	MILESTONE NAME	Milestone Definition	WBS Level	Main WBS 5.0 Logic Tie	Status
M000	IDENTIFY NEED	Date District identifies project need and begins project studies.	5	Start-1. @ earliest level 5 activity	SWO
M010	APPROVE PID	Date District approves Project Initiation Documents.	5	Finish-1.150	SWO
M020	BEGIN ENVIRONMENTAL	Date District initiates Environmental Studies.	5	Start-2.165	SWO
M040	BEGIN PROJECT	Date District initiates Draft Project Report	5	Start-2.160	SWO
M060	CIRC DPR & DED IN DIST	Date District circulates Draft Project Report & Draft environmental document within the District	5	Finish-2.165	SWO
M100	APPROVE DPR	Date District approves Draft Project Report	5	Finish-2.160	SWO
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M140	PUBLIC HEARING	Date District conducts the public hearing.	5	Finish-2.175	SWO
M160	APPROVE FED	Date District approves the Final environmental document	6	Finish-2.180.10	SWO
M220	GEO BASE MAP	Date District completes the geometric base maps.	6	Finish-4.185.15	SWO
M221	BRIDGE SITE DATA ACCEPTED	Date ESC Division of Structures Design accepts the District's bridge site data.	5	Start-5.210	SWO
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M224	RIGHT OF WAY MAPS	Date District sends maps to Right of Way Engineering.	6	Finish-4.185.25	SWO
M225	REGULAR RIGHT OF WAY	Date District Right of Way initiates Right of Way appraisals.	5	Start-6.225	SWO
M260	SKELETON LAYOUT	Date District distributes skeleton layouts to functional units	5	Finish-4.185	SWO
M265	DESIGN SENDS LAST PARCEL TO RIGHT OF WAY	Date District sends final maps to Right of Way Engineering.	6	Finish-6.220.30	SWO
M270	STRUCTURE TYPE SELECTION	Date ESC Division of Structures Design determines type of structure to be used.	6	Finish-5.215.90	SWO

Capital Project Milestones (Continued)
June 2000

Capital Project Milestones – Optional Statewide (Continued)

I.D.	MILESTONE NAME	Milestone Definition	WBS Level	Main WBS 5.0 Logic Tie	Status
M275	GENERAL PLANS	Date Engineering Service Center sends structures general plans to District.	5	Start-5.240	SWO
M300	CIRCULATE PLANS IN DIST.	Date District circulates plans for review.	5	Finish-4.230	SWO
M320	GENERAL PLANS & FOUNDATION REPORT	Date Engineering Service Center completes structures general plans and foundation.	5	Finish-5.215	SWO
M360	ENV REEVAL	Date District completes the environmental re-evaluation	6	Finish-4.255.15	SWO
M376	STRUCTURES PLANS & QUANTITIES	Date ESC Division of Structures Design completes Structures Plans & Quantities.	6	Start-5.240.90	SWO
M377	PS&E TO DOE	Date District completes PS&E and sends to District Office Engineer.	5	Start-4.255	SWO
M378	DRAFT STRUCTURES PS&E	Date ESC Division of Structures Design sends structures PS&E to District.	5	Finish-5.240	SWO
M420	COMPLETE SPECIAL PROVISIONS	Date ESC Division of Office Engineer completes Special Provisions.	6	Finish-7.260.15	SWO
M480	HEADQUARTERS ADVERTISE	Date ESC Division of Office Engineer advertises contract.	5	Finish-7.265.05	SWO
M700	FINAL REPORT	Date District completely prepares final project files.	5	Finish-9.295	SWO

Capital Project Milestones (Continued)
June 2000

Capital Project Milestones – Optional Statewide

NO STANDARD IMPOSED

All milestones used at District level will be reported to HQ.

Required information will be the identifier (number), name, definition, WBS level and main WBS Logic Tie.

- Milestones should be used at level indicated. For example, if a milestone is indicated at level 6 and you need to use it, then your schedule should be at level 6 or lower.
 - Milestone logic should be as follows: If at end of WBS element (task), then task completion should drive milestone date. If at beginning of a task, then milestone should drive start of task.
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