



**CENTRAL MISSISSIPPI PLANNING AND DEVELOPMENT DISTRICT**

1170 Lakeland Drive • P.O. Box 4935 • Jackson, Mississippi 39296-4935 • (601) 981-1511 • Fax: (601) 981-1515

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**M-E-M-O-R-A-N-D-U-M**

TO: SUPERVISOR TREY BAXTER  
 FROM: LESLEY CALLENDER, SENIOR PLANNER  
 SUBJECT: PROJECT MANAGEMENT GUIDELINES  
 DATE: MAY 1, 2019

The Jackson Metropolitan Planning Organization (MPO) Project Management Guidelines are meant to assist the MPO in expending Federal Surface Transportation Block Grant (STBG) funds in an efficient and effective manner. The project management guidelines outlines various project schedules based upon the complexity and type of project receiving a commitment of funds from the Jackson MPO. The project schedule for the project recently awarded STBG funds by the Jackson MPO to Madison County is outlined below:

<b>Project Name:</b>	<b>Catlett Road</b>
Termini:	Red Fox Road to Stribling Road Extension
Project Type:	Congestion Mitigation
Jurisdiction:	Madison County
Committed STBG Funds:	\$2,591,971
Local Match:	\$647,993
STBG Funds Committed:	February 13, 2019
Allocated Timeframe:	Advertise for bids within 6 years of MPO Commitment
<i>Project Phase</i>	
<i>Completion Date</i>	
Phase 1: Project Commitment Meeting	May 1, 2019
Phase 2: Project Activation Request	October 31, 2019
Phase 3: Environmental Approval	April 30, 2021
Phase 4: Right-of-Way / Utility Relocation	October 31, 2022
Phase 5: Plans, Specifications, and Estimate Assembly	October 31, 2024
Phase 6: Advertise for Bids	February 13, 2025

**Project Name:** Highway 22 and King Ranch Road New Traffic Signal and Intersection Improvements

**Project Type:** Safety Improvements

**Jurisdiction:** Madison County

**Committed STBG Funds:** \$362,953

**Local Match:** \$90,739

**STBG Funds Committed:** February 13, 2019

**Allocated Timeframe:** Advertise for bids within 4 years of MPO Commitment

<i>Project Phase</i>	<i>Completion Date</i>
Phase 1: Project Commitment Meeting	May 1, 2019
Phase 2: Project Activation Request	October 31, 2019
Phase 3: Environmental Approval	April 30, 2020
Phase 4: Right-of-Way / Utility Relocation	April 30, 2021
Phase 5: Plans, Specifications, and Estimate Assembly	April 30, 2022
Phase 6: Advertise for Bids	February 13, 2023

Please refer to the Prospectus document located on the MPO's website for a complete listing of all project management guidelines. Keep in mind all projects are subject to the MPO's obligation authority limits. Therefore, a project's timeline may be adjusted based upon the MPO's obligation authority limits. In the meanwhile, if you have any questions regarding a project's timeline for completion please don't hesitate to contact MPO staff.

<b>Project Name:</b>	<b>Highway 80 Traffic Signal Upgrades</b>
<b>Termini:</b>	Highway 80 @ Belvedere Drive Highway 80 @ Crosspark Drive
<b>Project Type:</b>	Safety Improvements
<b>Jurisdiction:</b>	City of Pearl
<b>Committed STBG Funds:</b>	\$320,000
<b>Local Match:</b>	\$80,000
<b>STBG Funds Committed:</b>	February 13, 2019
<b>Allocated Timeframe:</b>	Advertise for bids within 3 years of MPO Commitment
<b><u>Project Phase</u></b>	
<b><u>Completion Date</u></b>	
Phase 1: Project Commitment Meeting	May 1, 2019
Phase 2: Project Activation Request	October 31, 2019
Phase 3: Environmental Approval	April 30, 2020
Phase 4: Right-of-Way / Utility Relocation	Not Applicable
Phase 5: Plans, Specifications, and Estimate Assembly	April 30, 2021
Phase 6: Advertise for Bids	February 13, 2022

<b>Project Name:</b>	<b>Old Whitfield Road Overlay</b>
<b>Termini:</b>	Highway 468 to Highway 475
<b>Project Type:</b>	Pavement Management
<b>Jurisdiction:</b>	City of Pearl
<b>Committed STBG Funds:</b>	\$1,000,000
<b>Local Match:</b>	\$250,000
<b>STBG Funds Committed:</b>	February 13, 2019
<b>Allocated Timeframe:</b>	Advertise for bids within 3 years of MPO Commitment
<b><u>Project Phase</u></b>	
<b><u>Completion Date</u></b>	
Phase 1: Project Commitment Meeting	May 1, 2019
Phase 2: Project Activation Request	October 31, 2019
Phase 3: Environmental Approval	April 30, 2020
Phase 4: Right-of-Way / Utility Relocation	Not Applicable
Phase 5: Plans, Specifications, and Estimate Assembly	April 30, 2021
Phase 6: Advertise for Bids	February 13, 2022

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