Proposed Schedule
Arup | RFP No. E5121000 | March 13, 2026

ARUP winter

		2026												2027											
		May				June				July				August				September				October			
		W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4
Task 1	**Existing Conditions**																								
	Contract Award (May 5, 2026)																								
	Project Kick-off																								
	Draft Existing Conditions Summary for San Mateo County Review																								
	San Mateo County Review Period																								
	Deliverable: Existing Conditions Summary Report																								
Task 2	**Stakeholder and Public Engagement**																								
	Approval to Proceed with Task 2 from San Mateo County																								
	Hold Task 2 Kick-off with San Mateo County to agree Task Goals and Plan																								
	Draft Engagement Plan & Timeline																								
	Deliverable: Public Engagement Plan																								
	Deliverable: Stakeholder List																								
	Prepare Outreach Materials and Review with San Mateo County																								
	Deliverable: Outreach Marketing Materials																								
	Phase 1 engagement: Kick off & Educate																								
	Phase 2 engagement: Technical Findings & Strategy Priorities																								
	Phase 3 engagement: Draft Plan																								
	Draft Public Engagement Summary for San Mateo County Review																								
	San Mateo County Review Period																								
	Deliverable: Public Engagement Summary																								
Task 3	**Develop Project Framework**																								
	Approval to Proceed with Task 3 from San Mateo County																								
	Hold Task 3 Kick-off with San Mateo County to agree Task Goals and Plan																								
	Draft Memorandum for San Mateo County Review																								
	San Mateo County Review Period																								
	Deliverable: Memorandum Defining Methodology																								
Task 4	**Prioritize Transportation Projects for Implementation**																								
	Approval to Proceed with Task 4 from San Mateo County																								
	Hold Task 4 Kick-off with San Mateo County to agree Task Goals and Plan																								
	Develop Draft Specific Projects and Evaluation Scoring																								
	Review Prioritization Outcomes with San Mateo County																								
	Deliverable: List of Priority Transportation Projects for Implementation																								
Task 5	**Expedite Implementation with 30% Conceptual Design**																								
	Approval to Proceed with Task 5 from San Mateo County																								
	Hold Task 5 Kick-off with San Mateo County to agree Task Goals and Plan																								
	Select 3 Projects for 30% Conceptual Design. Agree Further Projects, up to 4 Additional																								
	Identify and Scope Additional Survey to Inform Concept Design (if required)																								
	Procure and Execute Additional Survey to Inform Concept Design (if required)																								
	Draft Conceptual Design																								
	Interim Design Workshop with Arup/San Mateo County/Other Stakeholders (e.g. Caltrans)																								
	San Mateo County Review Period																								
	Draft Conceptual Design Costing																								
	Finalize Conceptual Design																								
	Deliverable: 30% Conceptual Design - Project 1, 2, 3																								
Task 6	**Advisory Committee Meetings**																								
	Approval to Proceed with Task 6 from San Mateo County																								
	Hold Task 6 Kick-off with San Mateo County to agree Task Goals and Plan																								
	Development of Advisory Committee																								
	Quarterly Meetings																								
	Deliverable: Advisory Committee Meeting Materials																								
	Deliverable: Design Schedule Updates																								
Task 7	**Draft and Final Report**																								
	Approval to Proceed with Task 7 from San Mateo County																								
	Hold Task 7 Kick-off with San Mateo County to agree Task Goals and Plan																								
	Develop Draft Report																								
	Deliverable: Draft Report																								
	San Mateo County, Caltrans, and Public Review Period																								
	Finalize Report																								
	Deliverable: Final Report																								
Task 8	**Board of Supervisors Review/Approval**																								
	Approval to Proceed with Task 8 from San Mateo County																								
	Hold Task 8 Kick-off with San Mateo County to agree Task Goals and Plan																								
	Develop and Review Final Study Presentations with San Mateo County																								
	Deliverable: Final Study Presentations																								
	Project Close (June 30, 2027)																								