

X.3.2 STAFFING MATRIX TEMPLATE

Year:	2018												2019												2020			Staff Totals:
Month:	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	
Month #:	-2	-1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	
Staff Member																												
Project Manager			1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		24
Project Superintendent			1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1			23
Project Engineer			1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		24
Area Superintendent			1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1					21
Area Superintendent				1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1									17
Office Engineer			1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1			23
Office Engineer				1	1	1	1	1	1	1	1	1	1	1	1	1												14
Field Engineer			1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1			23
Field Engineer				1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1			22
Intern						1	1	1																				3
Intern																1	1	1										3
Intern																1	1	1										3
Admin					1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1				20
Monthly totals:	0	0	6	9	10	11	11	11	10	10	10	10	10	10	10	10	12	11	11	9	8	8	8	7	6	2	0	220

Grand Total

Assumptions and Justifications:

Only one intern was provided in the first summer due to workload availability. This is a design/bid/build project so no estimator is included in the projects staffing. We also did not require a BIM engineer on staff since the design was complete and we had to proceed immediately. PM and PE is kept for another month on staff to account for closeout phase.