

Developing a project approach and budget

Given the number of grant projects TGM has funded over the years, it is likely that an earlier TGM project addressed a similar problem. [The table on pages 2 and 3](#) links to worksheets that list the project purpose, tasks, and consultant deliverables and costs for recent projects. Please contact the TGM Central office (see below) for information for [older projects](#).

Approach

For the majority of TGM projects, a consultant prepares all or most project deliverables and the local jurisdiction reviews those deliverables and conducts outreach to meet their match requirement. Please contact the TGM Central office (see below) for information on projects where the analysis and plan development is done solely or in large part by the local government.

Budget

The factors that typically influence consultant costs include:

- Size of project area - both population and physical size
- Age, availability, and convertibility of data that will be used in the analysis
- Number and complexity of issues to be studied
- Need for specialty consultant services, such as market and environmental
- Coordination with other planning projects or with regulatory bodies such as Metro
- Level of public involvement
- Jurisdiction's distance from Portland (the location of most consulting firms).

The following table summarizes the consultant costs for the most common types of TGM projects in the TGM-18 to TGM-22 cycles.

Consultant Costs for Common TGM Projects

		High	Low	Average
TSP and TSP Updates	Actual 2023 \$	\$300,000 \$345,000	\$140,000 \$155,000	\$205,000 \$220,000
TSP Refinement including TSP Elements and Transit Development Plans	Actual 2023 \$	\$240,000 \$275,000	\$75,000 \$80,000	\$165,000 \$180,000
Integrated Land Use & Transportation Plans	Actual 2023 \$	\$300,000 \$330,000	\$140,000 \$155,000	\$195,000 \$220,000

Contact

For assistance in developing your approach or cost estimate, please contact [Elizabeth Ledet](#) in our TGM Central office.

Tasks and costs for TGM projects within the last 4 years

<i>File Code</i>	<i>Jurisdiction</i>	<i>Project Title</i>
TGM-22 2D-22	Marion County	Rural Transportation System Plan - Supplemental Project Agreement
TGM-21 2C-21 2E-21 3A-21 5A-21	City of Independence City of Turner City of Bandon City of Elgin	Central Talmadge Plan Transportation System Plan Update Transportation System Plan Update Elgin-to-Lookingglass Joseph Branch Trail-With-Rail Refinement Plan
TGM-20 1A-20 1B-20 1C-20 1D-20 1E-20 2A-20 2B-20 2C-20 2D-20 3A-20 3B-20 4A-20 4B-20 5A-20	City of Estacada City of Troutdale City of North Plains City of Tigard Clackamas County City of Cottage Grove City of Florence City of Sweet Home LCOG City of Roseburg CCPTSD Bend MPO Deschutes County CTUIR	Transportation System Plan Update Main Streets on Halsey Cross Section and Street Design Plan Downtown Improvement Plan Downtown Reimagined Walk Bike Clackamas Plan Pedestrian and Bicycle Plan Transportation System Plan Update Transportation System Plan Update and North Sweet Home Area Refinement Plan Link Lane Public Transit Development Plan Bike Routes Plan Transit Development Plan Mobility Hub Feasibility Study and Pilot Project Tumalo Community Plan Active Transportation Update; SCVAP Trails Expansion Outreach in NW Deschutes County Transportation System Plan Update
TGM-19 1A-19 1B-19 1C-19 1D-19 2A-19 2B-19 2C-19 2D-19 3A-19 3B-19	City of Oregon City City of Portland City of Portland TriMet City of Albany City of Cannon Beach City of Jefferson Clatsop County City of Coos Bay Umpqua Public Transportation District	Updated Comprehensive Plan Lower SE Rising Area Plan - IGA Only Parkrose Neighborhood Action Plan Transit Oriented Development Plan East Albany Plan Transportation System Plan Transportation System Plan Update Tsunami Evacuation Facilities Improvement Plan Front Street Blueprint Transit Master Plan

4B-19 Wasco County & Mid-Columbia Economic Development District Transportation Development Plan

TGM-18

1A-18	City of King City	Transportation System Plan and Land Use Refinement
1B-18	City of Sandy	Transportation System Plan Update
1C-18	Clackamas County	Transit Development Plan
1D-18	TriMet	Pedestrian Plan
1E-18	Washington County	Tualatin Valley Trail Refinement Plan
2A-18	City of Eugene	Transportation Demand Management (TDM) Growth Strategy - Supplemental Project Agreement
2B-18	City of Independence	TSP Update
2C-18	City of Monroe	Riverside District Master Plan
2D-18	Yamhill County	Yamhelas Westsider Trail Master Plan
3A-18	City of Ashland	Revitalize Downtown Ashland
3B-18	Coos County	Transit Master Plan
4A-18	Klamath County	TSP Update
5A-18	City of Ontario	Active Transportation Update and East Idaho Avenue Refinement Area Plan

2C-21 Independence Central Talmadge Plan

The purpose of the Central Talmadge Plan project (“Project”) is to provide formal guidance as the Study Area transitions from the existing Central Talmadge, a vehicle-oriented strip used for daily commerce, to a mix of uses, including residential. The Project also aims to support the development of high-quality bicycle and pedestrian infrastructure, allowing people to access daily needs without a personal automobile.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 14,100
1.1	Project Kickoff Meeting (Site Visit/Walking Tour)	
1.2	PMT Meetings	
1.3	Refined Project Schedule	
2	Community Engagement	\$ 10,700
2.1	Community Engagement Plan	
2.2	PAC Roster and Interested Party List	
2.3	PAC Meeting #1	
2.4	Stakeholder Interviews and Summary	
2.5	Webpage Content and Project Webpage	
3	Existing Conditions	\$ 56,300
3.1	Background Information	
3.2	Memo #1: Existing Conditions Analysis	
3.3	Memo #2: Market Study Current Conditions	
3.4	PAC Meeting #2	
3.5	Survey #1	
3.6	Community Meeting #1	
3.7	Focus Group Interviews	
4	Land Use and Transportation Alternatives	\$ 14,400
4.1	Memo #3: Project Vision Statement	
4.2	Land Use and Transportation Improvement Projects and Strategies	
4.3	Memo #4: Alternative Projects and Strategies Evaluation	
4.4	PAC Meeting #3	
4..5	Survey #2	
4.6	Community Meeting #2	
4.7	Prioritized Land Use and Transportation Projects and Strategies	
5	Preferred Land Use and Transportation Projects and Strategies	\$ 31,500
5.1	Memo #5: Anti-Displacement and Equity Strategy	

5.3	Memo #7: Recommended Transportation Changes	
5.4	Memo #8: Development Recommendations	
5.5	PAC Meeting #4	
5.6	Coordinated Demonstration Project	
6	Central Talmadge Plan	\$ 15,000
6.1	Draft Central Talmadge Plan	
6.2	PAC Meeting #5	
6.3	Discussion Draft Central Talmadge Plan	
6.4	Planning Commission and City Council Work Sessions	
6.5	Adoption Draft Central Talmadge Plan	
6.6	Adoption Draft Amendments	
7	Adoption	\$ 4,000
7.2	Planning Commission and City Council Public Hearings	
7.3	Final Central Talmadge Plan and Final Amendments	
7.5	Project Information Sheet	
TOTAL Non-Contingency		146,000

CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	
TOTAL Contingency		

TOTAL Non-Contingency + Contingency	\$ 146,000
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2E-21 Turner TSP Update

The City of Turner (“City”) Transportation System Plan Update Project (“Project”) will replace the City’s Transportation System Plan (“TSP”) adopted in 1999. Project will identify policies, programs, and improvements needed to improve conditions for all travel modes, support planned land uses, and support economic development. Updated TSP will serve expected growth, support community goals and address needs for travel options, equity and climate change. Project will assure consistency of the Updated TSP with state policies, plans, and rules including Oregon Administrative Rules Chapter 660, Division 12, commonly known as the Transportation Planning Rules (“TPR”). Project will work to ensure that the Updated TSP is coordinated with and consistent with adopted regional transportation plans including the Marion County TSP and the Salem-Keizer Area Transportation Study (“SKATS”), the designated Metropolitan Planning Organization

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management, Project Reconnaissance and Kickoff	\$ 25,200
1.1	Project Oversight and Progress Reports	
1.2	PMT Virtual Meetings	
1.3	Project Schedule	
1.4	Underserved Populations Report	
1.5	Public Engagement Plan	
1.6	Project Kickoff Meeting	
1.7	PAC Roster and Interested Parties List (City Only Task)	
1.8	Project Website	
2	Project Framework	\$ 11,000
2.1	Background Information	
2.2	Draft Memorandum #1: Goals, Objectives, and Evaluation Criteria	
2.3	PAC Meeting #1	
2.4	Code Evaluation	
2.5	City Council TSP Introduction	
3	Existing and Future Conditions	\$ 35,000
3.1	Analysis Methodology and Assumptions Memorandum	
3.2	Draft Memorandum #2: Existing Conditions Inventory and Analysis	
3.3	Draft Memorandum #3: Future Conditions Analysis	
3.4	PAC Meeting #2	
3.5	City Council Meeting #1	
4	Public Engagement #1	\$ 9,700
4.1	Public Event #1	
4.2	Stakeholder Outreach #1	
4.3	Revised Memoranda #1, #2 and #3	
5	Turner Road Coordination	\$ 18,400
5.1	City and Marion County Meeting(s)	

5.2	Draft Turner Road Conceptual Design	
5.4	Draft Memorandum of Understanding	
5.5	Revised Turner Road Conceptual Design and Revised Memorandum of Understanding	
6	Solution Development and Evaluation	\$ 21,800
6.1	Draft Memorandum #4: Proposed Solutions	
6.2	PAC Meeting #3	
6.3	City Council Work Session #2	
7	Public Engagement #2	\$ 9,600
7.1	Public Event #2	
7.2	Stakeholder Outreach #2	
7.3	Revised Memorandum #4	
8	Selection and Implementation	\$ 14,700
8.1	Draft Memorandum #5: Preferred Solutions	
8.2	Draft Memorandum #6: Implementing Measures	
8.3	PAC Meeting #4	
8.4	Revised Memorandum #5	
8.5	Revised Memorandum #6	
8	Adoption	\$ 31,200
9.1	Draft Updated TSP	
9.2	City Council Work Session #3	
9.4	Adoption Draft Updated TSP	
9.5	City Council Public Hearing	
9.6	Final Updated TSP and Final Plan and Code Amendments	
9.7	Title VI Report	
9.8	Project Information Sheet	
	TOTAL Non-Contingency	176,600

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingency Tasks	\$ 13,300
C5.3	Climate Friendly Areas Study	
C10.1	Authorization Reports and City Council Meetings	
	TOTAL Contingency	13,300

TOTAL Non-Contingency + Contingency	\$ 189,900
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3A-21 Bandon TSP Update

The City of Bandon Transportation System Plan Update (“Project”) will update the Transportation System Plan (“TSP”) for the City of Bandon (“Bandon” or “City”), that was adopted in 2000. The updated TSP (“Updated TSP”) must identify an integrated network of multi-modal transportation facilities and services that will be adequate to support development of the City’s existing and planned land uses over a twenty-year planning horizon. The Project must address transportation facility needs within City limits and the Urban Growth Boundary (“UGB”). The City has identified US Highway 101 redesign and beautification, access management, and future movement to and through an unincorporated area within the City’s UGB that is surrounded by the city (“the Donut Hole”) as high priorities for the Updated TSP. The Updated TSP must meet the requirements of the Transportation Planning Rules (“TPR”).

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 17,800
1A	Refined Project Schedule	
1B	PMT Meetings	
1C	Kickoff Meeting	
1D	Invoice and Progress Reports	
2	Public and Stakeholder Involvement	\$ 25,600
2A	Public Involvement Plan	
2B	Project Website content	
2C	PAC Meetings #1 to #5	
2D	Outreach Events #1 to #3	
2E	Joint City Council and Commission Presentations #1 and #2	
2F	Stakeholder Interviews	
2G	Stakeholder Database	
2H	Comment Log	
3	Goals and Objectives	\$ 9,300
3A	Draft Technical Memorandum #1: Plan, Policy, and Code Review	
3B	Final Technical Memorandum #1: Plan, Policy, and Code Review	
3C	Draft Technical Memorandum #2: Community Transportation Framework	
3D	Final Technical Memorandum #2: Community Transportation Framework	
4	Existing and Future Conditions Analysis	\$ 44,050
4A	Draft Technical Memorandum #3: Analysis Methodology Memorandum	
4B	Final Technical Memorandum #3: Analysis Methodology Memorandum	
4C	Draft Technical Memorandum #4: Existing Transportation Conditions	
4D	Final Technical Memorandum #4: Existing Transportation Conditions	
4E	Draft Technical Memorandum #5: Future Land Use and Transportation Conditions	
4F	Final Technical Memorandum #5: Future Land Use and Transportation Conditions	
5	Develop and Evaluate Transportation System Improvements	\$ 28,100

5A	Draft Technical Memorandum #6: Funding Forecast for Transportation System Improvements	
5B	Final Technical Memorandum #6: Funding Forecast for Transportation System Improvements	
5C	Draft Technical Memorandum #7: Transportation System Improvements	
5D	Final Technical Memorandum #7: Transportation System Improvements	
5E	Agency and City Coordination Meeting	
5F	Joint Planning Commission and City Council Work Session	
6	Preferred Improvements and Funding Program	\$ 15,150
6A	Draft Technical Memorandum #8: Preferred Improvements List	
6B	Final Technical Memorandum #8: Preferred Improvements List	
6C	Draft Project Sheets	
6D	Final Project Sheets	
6E	Draft Technical Memorandum #9: Funding Program	
6F	Final Technical Memorandum #9: Funding Program	
7	Draft TSP	\$ 19,700
7A	Draft Technical Memorandum #10: Amendments and Implementing Measures	
7B	Final Technical Memorandum #10: Amendments and Implementing Measures	
7C	Draft TSP	
7D	Adoption Draft TSP	
8	Final TSP Adoption	\$ 4,300
8A	Planning Commission Public Hearing	
8B	City Council Public Hearing	
8C	Final TSP	
8D	Final Amendments and Implementing Measures	
	TOTAL Non-Contingency	164,000
CONTINGENCY TASKS/DELIVERABLES		
9	Contingency Tasks	\$ 10,700
9A	Contingent In-person Meetings	
9B	Contingent Virtual Meetings	
9C	Contingent Additional Memorandum, Draft Updated TSP, or Amendments and Implementing Measures Revision	
9D	Contingent Revised Project Sheets	
	TOTAL Contingency	10,700
TOTAL Non-Contingency + Contingency		\$ 174,700

5A-21 Elgin Elgin-to-Lookingglass Joseph Branch Trail-With-Rail Refinement Plan

The Elgin-to-Lookingglass Joseph Branch Trail-With-Rail Refinement Plan Project (“Project”) will develop Trail-With-Rail and Trailhead/Pocket Park Plan, a refinement plan for the inaugural 13+ mile Elgin-to-Lookingglass segment of a longer, proposed 63-mile trail-with-rail. The longer proposed 63-mile trail-with-rail will run alongside the existing railroad between City of Elgin (“City”) and City of Joseph, connecting popular recreational sites and rural communities in Union County (“County”) and Wallowa County. The trail will provide an alternative to Oregon Route 82, improve multimodal transportation options for underserved communities, and present an opportunity to help draw people to the Eagle Cap Excursion Train.

The inaugural segment will start at the Wallowa Union Railroad Authority (“WURA”) Train Depot in downtown Elgin and continue out of town to County’s eastern border with neighboring Wallowa County. Project outcome will be a detailed trail-with-rail refinement plan that addresses alignment, safety, general design, crossings, adjacent landowner concerns, and tailored to fit within the existing WURA railway corridor 100-foot right-of-way (“ROW”) and contiguous public lands. Project will assist the City, County, WURA and Joseph Branch Trail Consortium (“JBTC”) to streamline design and engineering and to leverage future funding for the full trail.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Reconnaissance	\$ 18,000
1.1	PMT Meeting #1: Videoconference and Refined Project Schedule	
1.3	Project Logo/Branding	
1.4	Project Webpage	
1.5	Project Area Maps Review and Update	
1.6	Project Overview Video	
2	Context and Site Analysis	\$ 29,700
2.1	TM #1 Baseline Multimodal and Existing Conditions Assessment Review	
2.2	TM #2 Land Use Assessment Review	
2.3	TM #3 Environmental Assessment Review	
3	Outreach	\$ 28,300
3.1	TM #4 Draft and Final Vision and Evaluation Matrix	
3.2	Walking Tour	
3.3	PMT Meeting #2 and Site Tour	
3.5	TAC Meeting #1	
	TOTAL Non-Contingency	76,000
CONTINGENCY TASKS/DELIVERABLES		
3	Outreach	\$ 1,600
C3.4	Youth Workshops	
4	Design Concept	\$ 52,500
C4.1	TM #5 Draft Trail-with-Rail Improvement Design and Trailhead/Pocket Park Design Concept	

C4.2	TM #6 Economic Community Benefits of Trails	
C4.3	TM #7 Healthy Community Benefits of Trails	
C4.4	PMT Meeting #3	
C4.5	TAC Meeting #2	
C4.6	Open House	
5	Plan and Code Amendments	\$ 41,700
C5.1	Draft Trail-with-Rail and Trailhead/Pocket Park Plan	
C5.2	TM #8 Implementation Strategy	
C5.3	PMT Meeting #4	
C5.4	35-Day Notice	
C5.5	Joint City PC and CC Work Session	
C5.6	Joint County PC and County Commissioner Work Session	
C5.7	WURA Recommendation	
6	Adoption	\$ 18,900
C6.1	Legislative Findings Report and Ordinance Recommendation	
C6.2	PMT Meeting #5	
C6.3	Joint City PC and CC Hearing	
C6.4	Joint County PC and County Commissioner Hearing	
C6.5	Final Plan	
C6.6	Final Comprehensive Plan Policy and Code Amendments	
C6.7	DLCD Notice of Adoption	
TOTAL Contingency		114,700

TOTAL Non-Contingency + Contingency	\$ 190,700
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1A-20 Estacada TSP Update

The Transportation System Plan Update project (“Project”) is an update to all elements of the City of Estacada’s (“City”) Transportation System Plan (“TSP”), which was adopted in 2007. While parts have been updated – in 2011, 2016, and 2018 - much remains out-of-date and not informed by recent analyses and public input, nor by changes in population, development, and land use plans. A fully Updated TSP must allow the City to address gaps in existing plans as well as identify and plan for the community’s emerging needs, preferences, and goals.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Kickoff	\$ 16,050
1A	PMT Conference Call Meetings and Summary Notes	
1B	PMT Kickoff Meeting and Refined Project Schedule	
1C	Project Web page and Initial Content	
2	Public and Stakeholder Involvement	\$ 14,750
2A	Community Profile	
2B	DEI Committee Check-In	
2C	Public and Stakeholder Involvement Strategy	
2D	School-Based Outreach Program	
2E	Project Flyer	
2F	Press Releases	
2G	Social Media Posts	
3	Project Framework	\$ 17,600
3A	Plan and Policy Context Memo	
3B	TSP Financial Forecast	
3C	Draft Project Goals, Objectives, and Evaluation Criteria	
3D	SG Meeting #1	
3E	DEI Committee Briefing #1	
3F	City Council Briefing #1	
3G	Final Project Goals, Objectives, and Evaluation Criteria	
4	Transportation System Conditions and Gaps	\$ 29,450
4A	Draft Transportation System Conditions and Gaps Memo	
4B	SG Meeting #2	
4C	DEI Committee Briefing #2	
4D	City Council Briefing #2	
4E	Final Transportation System Conditions and Gaps Memo	
5	Project Alternatives and Priorities	\$ 62,050
5A	PMT Workshop	
5B	Community Workshop #1 and Online Community Workshop #1	
5C	Draft Project Alternatives Memo	

5E	Draft Regulatory Solutions Memo	
5G	SG Meeting #3	
5H	Community Workshop #2 and Online Community Workshop #2	
5I	Final Project Alternatives Memo	
5J	Final Regulatory Solutions Memo	
6	Planned and Financially Constrained Transportation Systems	\$ 6,100
6A	Planned and Financially Constrained Transportation Systems Lists	
7	Draft Transportation System Plan Update	\$ 29,550
7A	Draft Updated TSP	
7C	SG Meeting #4	
7D	DEI Committee Briefing #3	
7E	Planning Commission and City Council Work Session	
7F	Adoption Draft Updated TSP	
7G	Adoption Draft Implementing Language	
8	Hearings and Adoption	\$ 9,450
8A	Planning Commission Presentation	
8B	City Council Presentation	
8C	City Council Hearing	
8D	Final Updated TSP	
8E	Final Implementing Language	
	TOTAL Non-Contingency	185,000
CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	
	TOTAL Contingency	
TOTAL Non-Contingency + Contingency		\$ 185,000

1B-20 Troutdale Main Streets on Halsey Cross Section and Street Design Plan

Halsey Street is integral to the mobility, equity, and economic growth of the three cities it connects: Fairview, Troutdale and Wood Village. In 2015, leaders from these cities came together in a ground-breaking partnership with Multnomah County to launch the Project. The Project is an effort for a strategic economic action plan that outlines a vision for the Project corridor and created a roadmap to transform the stretch of Halsey from just west of Fairview Parkway through downtown Troutdale into a vibrant, attractive, pedestrian and bike-friendly “main street”.

The Project seeks to transform the three-mile stretch of NE Halsey Street from a busy, nondescript, car-dominated arterial into a vibrant, attractive, pedestrian and bike-friendly “main street.” Halsey Street should feature public gathering spaces, new housing, and bustling shops and restaurants. Four local governments – the City of Troutdale (“City”) the cities of Fairview and Wood Village, and Multnomah County (“Local Jurisdictions”), will design a unique streetscape, revise Multnomah County’s street cross section, and develop a ten percent (10%) design plan for the Project corridor.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 25,700
1A	Project Kickoff Meeting	
1B	Project Management Plan	
1C	Project Website	
1D	PMT Meetings	
1E	PIP	
2	Cross Section Deficiencies and Needs	\$ 39,900
2A	Draft Memorandum #1: Existing Standards, Existing Conditions and Needs	
2B	Draft Memorandum #2: Cross Section Deficiencies and Needs	
2C	Field Reconnaissance	
2D	Streetscape and Roadway Design Toolkit	
2E	TAC Meeting #1	
2F	PAC Meeting #1	
2G&2H	Final Memorandum #1	
3	Public Event #1	\$ 13,400
3A	Public Event #1: Community Input on Transportation Needs	
3B	Public Event #1: Summary Report	
4	Transportation System Conditions and Gaps	\$ 56,400
4A	Draft Memorandum #3: Halsey Alternatives	
4B	Draft Memorandum #4 Transportation and Land Use Alternatives	
4C	TAC Meeting #2	
4D	PAC Meeting #2	
4E	Public Event #2: Alternatives	
4F	Public Event #2 Summary Report	

4G	Final Memorandum #3 & Final Memorandum #4	
5	Develop a Street Design Plan	\$ 44,100
5A	Draft Memorandum #5: Amendments for Streetscape Elements and Linear Design	
5B	Public Event #3: Information on Final Design	
5C	Public Event #2 Summary Report	
5D	Joint Meeting: TAC, PAC, City's Planning Commission and City	
5E	Final Memorandum #5	
6	Adoption	\$ 12,800
6A	Adoption Draft Main Streets on Halsey Cross Section and Street Design Plan	
6B	Adoption Materials	
6C	Public Hearing Arrangements	
6D	Staff Reports and 35-day Notices	
	TOTAL Non-Contingency	192,300

CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	
	TOTAL Contingency	

TOTAL Non-Contingency + Contingency	\$ -
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1C-20 North Plains Downtown Improvement Plan

Downtown in North Plains has long struggled with isolation, underutilization, traffic conflicts and lack of connectivity with surrounding neighborhoods. This despite the City of North Plains (“City”) population surging in recent years as an exurban bedroom community, with rapid growth projected to continue long-term. City urgently needs to address downtown challenges so North Plains can become a complete community rather than continuing to be a grocery and pharmacy desert, and dependent upon commercial offerings miles away. The North Plains Downtown Improvement Plan (“NPDIP”), a first-ever plan, will address conflicts among uses, reduce vehicle miles traveled and greenhouse gas emissions through active transportation solutions, produce site-specific development options for vacant parcels, create downtown ‘gateway’ elements, and establish a more cohesive look and feel for the corridor. Action items include land use/code amendments and refinements to City’s Transportation System Plan (“TSP”) , adopted in April 2019, to encourage mixed-use development and diverse housing types, multi-modal transport options, and a Main Street framework for economic development.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 12,600
1A	Project Kickoff Meeting	
1B	PMT Meetings	
1C	Refined Project Schedule	
2	Community Engagement	\$ 10,500
2A	Community Engagement Plan	
2B	PAC Meeting #1	
2C	Stakeholder Interviews and Summary	
2D	Webpage Content	
3	Existing Conditions	\$ 21,600
3A	Site Visit and Walking Tour	
3B	Memo #1: Existing Conditions Analysis – Support Urban Design Analysis	
3C	Memo #2: Market Study Current Conditions	
3D	PAC Meeting #2	
3E	Survey #1	
3F	Community Meeting #1	
4	Land Use and Transportation Recommendations	\$ 43,200
4A	Memo #3: Project Vision Statement	
4B	Land Use and Transportation Improvement Projects and Strategies	
4C	Memo #4: Alternative Projects and Strategies Evaluation	
4D	PAC Meeting #3	
4E	Survey #2	
4F	Community Meeting #2	
4G	Prioritized Land use and Transportation Projects and Strategies	
5	Proposed Land Use and Transportation Projects and Strategies	\$ 39,700

5A	Memo #5: Recommended Land Use and Urban Design Changes and Strategies	
5B	Memo #6: Recommended Transportation Changes	
5C	Memo #8: Downtown Business Development Recommendations	
5D	PAC Meeting #4	
5E	Survey #3	
6	North Plains Downtown Improvement Plan	\$ 16,000
6A	Draft NPDIP	
6B	PAC Meeting #5	
6C	Discussion Draft NPDIP	
6D	Planning Commission and City Council Work Sessions	
6E	Adoption Draft NPDIP	
6F	Adoption Ready Amendments	
7	Adoption	\$ 3,100
7A	Planning Commission and City Council Public Hearings	
7B	Final NPDIP and Final Amendments	
	TOTAL Non-Contingency	146,700
CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency		\$ 146,700
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1D-20 Tigard Downtown Reimagined

The purpose of the Project is to integrate Downtown Tigard’s historic roots with contemporary development patterns and respond to community needs for more housing and multimodal travel options. Building upon previous and concurrent planning efforts, this project aims to modernize the City’s approach to development, transportation, and equity by providing recommendations for policies, financial investment, and code changes that:

- Support Transit Oriented Development (“TOD”)
- Set new equity and climate policy and implementation goals
- Provide quality walking, cycling and transit choices
- Create a vibrant community through strategic investments

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 20,900
1A	Project Kickoff Meeting	
1B	Project Management Plan	
1C	Project Deliverable Templates	
1D	PMT Meetings	
2	Community Engagement	\$ 5,800
2A	Community Engagement Strategy	
2B	Public-Friendly Schedule and Scope	
3	Existing and Future Conditions	\$ 46,400
3A	Residential Stability and Displacement Report	
3B	Draft Existing and Future Traffic Conditions and Multimodal Transportation and Safety Report	
3C	Draft Existing and Future Conditions Workshop	
3D	Proposed Evaluation Methodology Memo	
3E	Infographics Summary of Existing and Future Conditions	
3F	TAC Meeting #1	
3.G	Final Existing and Future Traffic Conditions and Multimodal Transportation and Safety Report	
4	Community Engagement Milestone #1	\$ 17,000
4A	Community Member, Business, and Property Owner Focus Group Meeting #1	
4B	Developer Focus Group Meeting #1	
4C	Rail Stakeholder Group Meeting #1	
4D	Affordable Housing Focus Group #1	
4E	Milestone #1 Community Activities	
4F	Milestone #1 Input Summary	
5	Land Use and Transportation Alternatives	\$ 46,900
5A	Revised Evaluation Methodology Memorandum	
5B	Draft Land Use and Transportation Alternatives Report	
5C	Draft Land Use and Transportation Alternatives Evaluation	

5D	TAC Meeting #2	
5E	Visual Guide to Land Use and Transportation Alternatives	
5F	Final Land Use and Transportation Alternatives Report	
5G	Final Land Use and Transportation Alternatives Evaluation	
6	Community Engagement Milestone #2	\$ 17,000
6A	Community Member, Business, and Property Owner Focus Group Meeting #2	
6B	Milestone #2 Community Engagement Activities	
6C	Team Workshop	
6D	Milestone #2 Input Summary	
7	Land Use and Transportation Recommendations	\$ 66,600
7A	Draft Land Use and Transportation Recommendations Report	
7B	Draft Implementation Measures	
7C	Draft Transportation Planning Rule Memorandum	
7D	TAC Meeting #3	
7E	Final Land Use and Transportation Recommendations Report	
7F	Visual Guide to Land Use and Transportation Recommendations and Implementation Measures	
7G	Final Implementation Measures	
7H	Final Transportation Planning Rule Memorandum	
8	Community Engagement Milestone #3	\$ 13,100
8A	Community Member, Business and Property Owner Focus Group #3	
8B	Milestone #3 Community Engagement Activities	
8C	Outreach and Engagement Synthesis Report	
9	Adoption	\$ 9,700
9A	Adoption Draft Downtown Tigard Plan and Adoption Draft Implementing Measures	
9B	Final Downtown Tigard Plan and Final Implementing Measures	
	TOTAL Non-Contingency	243,400

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency	\$ 243,400
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1E-20 Clackamas County Walk Bike Clackamas Plan

The Walk Bike Clackamas Plan (“Project”) must update the Clackamas County (“County”) Pedestrian & Bicycle Master Plans resulting in a consolidated plan, which will be an amendment to the Clackamas County 2013 TSP. The Walk Bike Clackamas Plan must provide comprehensive guidance on active transportation investments and policy in order to create a balanced, connected and safe transportation system. The Project purpose is to establish a comprehensive, long-term vision for improving walking and biking opportunities in Clackamas County.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 17,700
1A	Refined Project Schedule	
1B	PMT Conference Call Meetings	
1C	WBAC Charter	
1D	PMT Kickoff Meeting Agenda and Summary	
2	Public Engagement Strategy	\$ 18,800
2A	Facilitate Public Engagement Plan Framework Meeting	
2B	Title VI Assessment Report	
2C	Tech Memo #1: Health and Equity Framework	
2D	Draft Tech Memo #2: County Baseline Health Conditions	
2E	Project Fact Sheet	
2F	Final Tech Memo #2	
3	Existing Conditions Analysis	\$ 36,300
3A	Existing Conditions Maps	
3B	Draft Tech Memo #3: Current Plans Memorandum	
3C	Draft Tech Memo #4: Existing Conditions Analysis	
3D	WBAC Meeting #1: Preparation, Facilitation, and Minutes	
3E	Public Engagement Milestone #1: Community Event(s) and Memo	
3F	Final Tech Memo #3	
3G	Final Tech Memo #4	
4	Goals and Objectives	\$ 35,000
4A	Draft Tech Memo #5: Pedestrian and Bicycle Goals, Objectives, Policies, and Performance Measures	
4B	Draft Tech Memo #6: Pedestrian and Bicycle Supportive Programs	
4C	Tech Memo #7: Slow Streets Network Development	
4D	WBAC Meeting #2: Goals and Performance Measures	
4E	Public Engagement Milestone #2: Virtual Survey and Map and Memo	
4F	Final Tech Memo #5	
4G	Final Tech Memo #6	
5	Needs Assessment	\$ 11,500
5A	Tech Memo #8: Gaps and Deficiencies Analysis	

5B	Agency Partners Workshop	
6	Recommended Walking and Biking Projects	\$ 47,200
6A	Tech Memo #9: Project Prioritization Methodology	
6B	Draft Tech Memo #10: Pedestrian and Bicycle Project Identification	
6C	Draft Tech Memo #11: Pedestrian and Bicycle Priority Project Recommendations	
6D	Project Cost Analysis	
6E	WBAC Meeting #3: Review Gaps and Network Priorities	
6F	Public Engagement Milestone Event #3: Community Event(s) and Memo	
6G	Final Tech Memo #10	
6H	Final Tech Memo #11	
7	Draft Final Plan and Identification of Regulatory Amendments	\$ 45,100
7A	Final Walk Bike Clackamas Plan Table of Contents Comments	
7B	Bicycle and Pedestrian Facility Design Toolkit Update	
7C	Funding and Implementation Strategy	
7D	Preliminary Content Draft Walk Bike Clackamas Plan	
7E	Public Engagement Milestone #4: Community Event(s) and Memo	
7F	WBAC Meeting #4: Wrap up and Review Draft Walk Bike Clackamas Plan and Next Steps	
8	Final Plan Development and Adoption	\$ 10,400
8A	Adoption Draft Walk Bike Clackamas Plan	
8B	Final Walk Bike Clackamas Plan	
	TOTAL Non-Contingency	222,000
CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	
	TOTAL Contingency	

TOTAL Non-Contingency + Contingency	\$ 222,000
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2A-20 Cottage Gove Pedestrian and Bicycle Plan

This Project will develop a Cottage Grove Pedestrian and Bicycle Plan (“CGPBP”) to promote safe, convenient and accessible pedestrian and bicycle circulation within the community. The CGPBP will address concerns over safety, accessibility, connectivity, community health, and economic vitality. The CGPBP will implement Complete Streets designs for public rights-of-way and public facilities as described by the U.S. Department of Transportation at <https://www.transportation.gov/mission/health/complete-streets>. The City of Cottage Grove (“City”) will seek adoption of the CGPBP as a refinement to the Cottage Grove Transportation System Plan (“TSP”), adopted in 2015.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Start	\$ 36,400
1A	Project Management Team Meetings	
1B	Background Documents and Data Completeness Review	
1C	Project Initiation Meeting	
1D	Project Advisory Committee and Interested Parties List review and input	
1E	Project Website	
2	Planning Context	\$ 49,400
2A	Draft Memorandum #1: Goals, Objectives, and Project Prioritization Criteria	
2B	PAC Meeting #1	
2C	Draft Memorandum #2: Existing and Future Conditions	
2D	Presentation Materials #1	
2E	PAC Meeting #2	
2F	Public Event #1	
3	Improvements	\$ 45,700
3A	Draft Memorandum #3: Improvement Options	
3B	Draft Memorandum #4: Funding Options	
3C	Presentation Materials #2	
3D	PAC Meeting #3	
3E	Joint Planning Commission and City Council Work Session #1	
3F	Public Event #2	
4	Plan and Development Code Integration	\$ 13,700
4A	Draft Memorandum #5: Plan and Code Amendments	
4B	PAC Meeting #4	
4C	Revised Memorandum #5	
5	Plan Adoption	\$ 50,200
5A	Draft Cottage Grove Pedestrian and Bicycle Plan	
5B	Presentation Materials for Planning Commission and City Council	
5C	Joint Planning Commission and City Council Work Session #2	
5D	Planning Commission Draft Cottage Grove Pedestrian and Bicycle Plan	

5E	Planning Commission Public Hearing	
5F	Adoption Draft Cottage Grove Pedestrian and Bicycle Plan	
5G	City Council Public Hearing	
5H	Final Cottage Grove Pedestrian and Bicycle Plan	
TOTAL Non-Contingency		195,400
CONTINGENCY TASKS/DELIVERABLES		
C5	Contingency Tasks	\$ 7,100
5I	Additional Revisions to Draft Cottage Grove Pedestrian and Bicycle Plan	
TOTAL Contingency		7,100

TOTAL Non-Contingency + Contingency		\$ 202,500
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2B-20 Florence TSP Update

The Project must prepare an update to the City of Florence (“City”) Transportation System Plan (“TSP”) adopted in 2012. The Updated TSP must identify an integrated network of multi-modal transportation facilities and services needed to support City’s planned land uses. The Project must address transportation planning needs both within City limits and the Urban Growth Boundary.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 13,000
1A	Kick-off Meeting	
1B	PMT Teleconferences (12)	
1C	Public Involvement and Communications Plan	
1D	Stakeholder Database	
1E	Project Website	
1F	Project Fact Sheet	
1G	Refined Project Schedule	
2	Plans and Policy Review	\$ 13,700
2A	Tech Memo #1: Plans and Policy Framework	
2B	Analysis Methodology and Assumptions Memorandum	
2C	Draft Tech Memo #2: Goals, Objectives, and Evaluation Criteria	
3	Transportation System Inventory and Existing Conditions	\$ 45,900
3A	Draft Tech Memo #3: Existing Conditions Inventory and Analysis	
3B	STAC Meeting #1	
3C	Task 3 Publicity	
3D	Open House and Workshop #1	
3E	Final Tech Memos #2 and #3	
4	Future Conditions and Alternatives Development and Analysis	\$ 42,300
4A	Draft Tech Memo #4: Future Land Use and Transportation Conditions	
4B	Draft Tech Memo #5: Alternatives Analysis and Funding Program	
4C	STAC Meeting #2	
4D	Task 4 Publicity	
4E	Open House and Workshop #2	
4F	Final Tech Memos #4 and #5	
5	Identification of Preferred and Cost-Constrained Alternatives	\$ 28,300
5A	Draft Tech Memo #6: Preferred Alternatives	
5B	STAC Meeting #3	
5C	Task 5 Publicity	
5D	Open House and Workshop #3	
5E	Joint Planning Commission and City Council Work Session #1	

5F	Final Tech Memo #6	
6	Draft Updated TSP, Implementing Ordinances and Findings	\$ 30,000
6A	Draft Updated TSP	
6B	Draft Implementing Ordinances	
6C	Draft Findings	
6D	Advertising and Media	
6E	Stakeholder Emails	
6F	STAC Meeting #4	
6G	Adoption Draft Updated TSP, Adoption Draft Implementing Ordinances and Final Findings	
7	Adoption	\$ 11,200
7A	Joint Planning Commission and City Council Work Session #2	
7B	Planning Commission Hearing	
7C	City Council Hearing	
7D	Final Updated TSP and Final Implementing Ordinances	
7E	Public and Stakeholder Involvement and Communication Summary Report	
7F	Title VI Report	
	TOTAL Non-Contingency	184,400

CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency	\$ 184,400
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2C-20 Sweet Home TSP Update and North Sweet Home Area Refinement Plan

This project is to update the City of Sweet Home's ("City") Transportation System Plan ("TSP"), adopted in 2005 (the "Project"). The updated TSP must identify an integrated network of multi-modal transportation facilities and services needed to support City's planned land uses. The Project will also produce a refinement plan for the North Sweet Home Area ("NSHA") in close coordination with the TSP update. The updated TSP will plan for the transportation network needed to accommodate residential and employment growth.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 20,100
1A	Kick-off Meeting	
1B	Public Involvement Kick-off Meeting	
1C	PMT Teleconferences, up to 30	
1D	Public Involvement and Communications Plan	
1E	Stakeholder Database and Comment Log, review and coordination	
1F	Project Webpage(s)	
1G	Project Overview Video	
1H	Project Fact Sheet	
1I	Refined Project Schedule	
2	Plans and Policy Review	\$ 15,600
2A	Background Documents	
2B	Draft Tech Memo #1: Plans and Policy Framework	
2C	Analysis Methodology and Assumptions Memorandum	
2D	Draft Tech Memo #2: Goals, Objectives, and Evaluation Criteria	
2E	Final Tech Memo #1	
2F	Revised Tech Memo #2	
3	Transportation System Inventory and Existing Conditions	\$ 56,800
3A	Draft Tech Memo #3: Existing Conditions Inventory and Analysis	
3B	NSHA Conditions Booklet	
3C	Tech Memo #4: NSHA Economic Analysis	
3D	Combined PAC & TAC Meeting #1	
3E	Task 3 Publicity	
3F	Open House, Workshop, and Online Open House #1	
3G	Final Tech Memos #2 and #3	
4	Future Conditions and Alternatives Development and Analysis	\$ 93,300
4A	Draft Tech Memo #5: Future Systems Conditions	
4B	Draft Tech Memo #6: Alternatives Analysis and Funding Program	
4C	Tech Memo #7: NSHA Economic Redevelopment Case Study	
4D	Draft Tech Memo #8: NSHA Land Use Options and Street Network Configuration Alternatives	

4E	Draft Community Booklet	
4F	Combined PAC & TAC Meeting #2	
4G	Task 4 Publicity	
4H	Open House and Workshop #2	
4I	Final Tech Memos #5, #6, and #8	
5	Identification of Preferred and Cost-Constrained Alternatives	\$ 38,300
5A	Draft Tech Memo #9: Preferred Alternatives	
5B	Draft Tech Memo #10: NSHA Preferred Land Use and Street Network Configuration	
5C	Combined PAC & TAC Meeting #3	
5D	Final Community Booklet	
5E	Joint Planning Commission and City Council Work Session #1	
5F	Final Tech Memos #9 and #10	
6	Draft Updated TSP, Draft NSHA Refinement Plan, Draft Implementing Ordinances and Findings	\$ 51,700
6A	Draft Updated TSP	
6B	Draft Implementing Ordinances	
6C	Draft NSHA Refinement Plan	
6D	Advertising and Media	
6E	Stakeholder Emails	
6F	Joint TAC and PAC Meeting #4	
6G	Adoption Draft Updated TSP, NSHA Refinement Plan, Adoption Draft Implementing Ordinances and Final Findings	
6H	Department of Land Conservation and Development Notice, review and coordination	
7	Adoption	\$ 13,900
7A	Joint Planning Commission and City Council Work Session #2	
7B	Planning Commission Hearing	
7C	City Council Hearing	
7D	Final Updated TSP, Final NSHA Refinement Plan, and Final Implementing Ordinances	
7E	Public and Stakeholder Involvement and Communications Summary Report, review and comment	
7F	Project Information Sheet	
TOTAL Non-Contingency		289,700
CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	
TOTAL Contingency		

TOTAL Non-Contingency + Contingency	\$ 289,700
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2D-20 LCOG Link Lane Public Transit Development Plan

Link Lane is the Public Transportation Service Provider (“PTSP”) unit of the Lane Council of Governments (“LCOG”). Link Lane originated and is operating to fill a critical public transportation need to connect coastal communities with each other and the Eugene urban area. Link Lane Public Transit Development Plan (“Project”) will develop a Transit Development Plan (“TDP”) to 1) define Link Lane as a PTSP under Oregon law; 2) understand community needs; 3) identify transportation barriers, 4) develop implementation strategies to address identified barriers, and 5) identify funding opportunities consistent with the implementation strategies.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Initiation	\$ 17,400
1A	Project Management Team Meetings	
1B	Background Documents and Summary	
1C	Draft Memorandum #1: Public Involvement / Title VI Engagement Strategy	
1D	Project Initiation Meeting	
2	Planning Context	\$ 20,800
2A	Draft Memorandum #2: Vision, Goals, Objectives and Performance Measures	
2B	PAC Meeting #1	
2C	Revised Memorandum #1	
2D	Draft Memorandum #3: Market Analysis	
2E	PAC Meeting #2	
3	Outreach Effort #1	\$ 19,400
3A	Presentation Materials for Public Events #1	
3B	Outreach Effort #1	
3C	Revised Memorandum #2	
3D	Revised Memorandum #3	
4	Improvement Options	\$ 19,500
4A	Draft Memorandum #4: Peer Provider Analysis and Transit Innovations	
4B	Draft Memorandum #5: Service Options Evaluation	
4C	PAC Meeting #3	
5	Outreach Effort #2	\$ 19,500
5A	Presentation Materials for Outreach Effort #2	
5B	Outreach Effort #2	
5C	Revised Memorandum #4	
5D	Revised Memorandum #5	
6	Alternative Selection	\$ 16,000
6A	Draft Memorandum #6: Alternatives for Transit Services	
6B	PAC Meeting #4	
6C	Revised Memorandum #6	

7	Plan Adoption	\$ 42,200
7A	Draft Link Lane Transit Development Plan	
7B	PAC Meeting #5	
7C	Presentation Materials for Outreach Effort #3	
7D	Outreach Effort #3	
7E	Presentation Material for Adoption-Related Meetings	
7F	LCOG Board Work Session	
7G	Revised Draft Link Lane Transit Development Plan	
7H	LCOG Board Hearing	
7	Final Link Lane Transit Development Plan	
	TOTAL Non-Contingency	154,800

CONTINGENCY TASKS/DELIVERABLES		
8	Contingency Tasks	\$ 9,700
CA	Additional In-Person Meeting	
CB	Additional In-Person Meeting	
CC	Convert Virtual Meeting to In-Person Meeting	\$ 9,700
	TOTAL Contingency	9,700

TOTAL Non-Contingency + Contingency	\$ 164,500
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3A-20 Roseburg Bike Routes Plan

The purpose of City of Roseburg’s (“City”) Bike Routes Plan (“BRP”) (“the Project”) is to provide a plan for implementing a designated bicycle route system throughout City. BRP must identify ways to increase bicycle trips by establishing and mapping designated bicycle routes throughout City and supplementing routes with mapping, route signage, and thermoplastic striping to aid in wayfinding. BRP must also result in tools to address gaps in City’s bicycle network, with the outcome of establishing a better connected, safer, and inviting bicycle route network between existing bike lanes and the Umpqua River Trail, the City’s multi-use path.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Initiation and Stakeholder Involvement	\$ 10,800
1.1	PMT Roster and AC Roster	
1.2	PMT Meeting #1 and Refined Project Schedule	
1.3	AC Meeting #1	
1.4	Study Area Tour	
1.5	Progress Reports	
2	Transportation System Conditions and Alternatives Development	\$ 22,100
2.1	Draft Memo #1: Existing and Future System Conditions	
2.2	Draft Memo #2: Goals and Policies	
2.3	Draft Memo #3: Evaluation Criteria and Alternatives Development	
2.4	PMT Meeting #2	
2.5	AC Meeting #2	
2.6	Updated Memo #1	
2.7	Updated Memo #2	
2.8	Updated Memo #3	
3	Alternatives Refinement	\$ 20,200
3.1	Draft Memo #4: Project Alternatives	
3.2	PMT Meeting #3	
3.3	AC Meeting #3	
3.4	Stakeholder Meeting #1	
3.5	Updated Memo #4	
4	Alternatives Finalized	\$ 31,000
4.1	Draft Memo #5: Final Project Alternatives	
4.2	Draft Memo #6: Mapping and Wayfinding	
4.3	Draft Memo #7: Bicycling Promotion	
4.4	PMT Meeting #5	
4.5	AC Meeting #5	
4.6	Stakeholder Meeting #2	
4.7	Final Memos #5, #6, and #7	

5	Roseburg Bike Routes Plan	\$ 33,000
5.1	Draft BRP Outline	
5.2	PMT Meeting #6	
5.3	Draft BRP	
5.5	PMT Meeting #7	
5.6	AC Meeting #6	
5.7	Adoption Draft BRP	
5.8	Final BRP	
5.9	Adoption Hearings	
	TOTAL Non-Contingency	117,100

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingency Tasks	\$ 2,600
C1	In-person Study Area Tour	
	TOTAL Contingency	2,600

TOTAL Non-Contingency + Contingency	\$ 119,700
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3B-20 Curry County Public Transportation Service District Transit Development Plan

The purpose of the CCPTSD TDP is to provide strategic guidance to the CCPTSD and Curry County (“County”) for the provision of a sustainable and innovative transit system in a county that serves urban and rural users, over a 20-year planning period. The Project will examine how existing urban and outlying rural services can be improved and better coordinated to meet the needs of the region. The TDP will serve as the basis for the transit element of the Transportation System Plan (“TSP”) of County and other local jurisdictions within the Study Area, defined below.

Section 122 of Keep Oregon Moving (Oregon House Bill 2017) established a new dedicated source of funding for expanding public transportation service in Oregon. The new funding source is called the Statewide Transportation Improvement Fund (“STIF”). STIF funds may be used for public transportation purposes that support the effective planning, deployment, operation, and administration of public transportation programs. Five percent of the funds are awarded to eligible public transportation providers based on a competitive grant process.

A critical step in securing STIF funds is to have a plan that clearly defines the community’s transit needs and identifies future services that meet provider and community goals. CCPTSD and County desire to create a TDP that satisfies those requirements and makes them eligible for discretionary STIF funds in the future.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Initiation and Stakeholder Involvement	\$ 48,650
1.1	Background Information	
1.2	PMT Roster and CCTAC Roster	
1.3	PMT Meeting #1 and Refined Project Schedule	
1.4	CCTAC Meeting #1	
1.5	Study Area Tour	
1.6	Outreach and Coordination Calls (up to 4 @ \$800 per call)	
1.7	Project Website	
1.8	Onboard Survey #1	
1.9	Focus Groups	
1.1	Live Online Outreach Events (up to 2 @ \$1,530 per event)	
1.11	Virtual Outreach Effort #1	
1.12	Operator Survey	
1.13	Bus Stop Audit	
2	Existing Conditions	\$ 31,550
2.1	Draft Memo #1: Existing System Conditions	
2.2	Draft Memo #2: Transit Goals, Policies, and Practices	
2.3	Draft Memo #3: Transit Benchmarks and Monitoring Program	
2.4	PMT Meeting #2	
2.5	CCTAC Meeting #2	
2.6	Updated Memo #1	
2.7	Updated Memo #2	
2.8	Updated Memo #3	

2.9	Project Website Update	
3	Transit Needs and Opportunities	\$ 41,300
3.1	Draft Memo #4: Unmet Transportation Needs	
3.2	Draft Memo #5: Future Service Opportunities	
3.3	Onboard Survey #2	
3.4	Virtual Outreach Effort #2	
3.5	PMT Meeting #3	
3.6	CCTAC Meeting #3	
3.7	Updated Memo #4	
3.8	Updated Memo #5	
3.9	Project Website Update	
4	Evaluation and Prioritization	\$ 12,450
4.1	Draft Memo #6: Financial Assessment	
4.2	PMT Meeting #4	
4.3	CCTAC Meeting #4	
4.4	Updated Memo #6	
4.5	Project Website Update	
5	Roseburg Bike Routes Plan	\$ 34,750
5.1	Draft TDP Outline	
5.2	Draft Coordinated Plan	
5.3	PMT Meeting #5	
5.4	Draft TDP	
5.5	PMT Meeting #6	
5.6	CCTAC Meeting #5	
5.7	Online Open House	
5.8	Adoption Draft TDP	
5.9	Adoption Draft Coordinated Plan	
5.10	Project Website Update	
6	Draft Transit Master Plan	\$ 5,500
6.1	Joint Curry Public Transit Board and Curry County Advisory Board Meeting	
6.2	Board Workshop	
6.3	Final TDP and Final Coordinated Plan	
	TOTAL Non-Contingency	174,200
CONTINGENCY TASKS/DELIVERABLES		
C1	Contingency Tasks	\$ 9,800
C1.1	Travel for 1 Staff (1 overnight stay)	
C1.2	Travel for 1 Staff (1 overnight stay)	

C1.3	Travel for 1 Staff (1 overnight stay)	
TOTAL Contingency		9,800

TOTAL Non-Contingency + Contingency		\$ 184,000
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4A-20 Bend MPO & CET Mobility Hub Feasibility Study and Pilot Project Development

The purpose of the Project is to build on the mobility hub conceptual planning and analysis work recently completed in Cascades East Transit's ("CET") 2040 Transit Master Plan ("TMP"), adopted in October 2020, and the City of Bend's ("City") Transportation System Plan ("TSP"), adopted in August 2020.

Downtown in North Plains has long struggled with isolation, underutilization, traffic conflicts and lack of connectivity with surrounding neighborhoods. This despite the City of North Plains ("City") population surging in recent years as an exurban bedroom community, with rapid growth projected to continue long-term. City urgently needs to address downtown challenges so North Plains can become a complete community rather than continuing to be a grocery and pharmacy desert, and dependent upon commercial offerings miles away. The North Plains Downtown Improvement Plan ("NPDIP"), a first-ever plan, will address conflicts among uses, reduce vehicle miles traveled and greenhouse gas emissions through active transportation solutions, produce site-specific development options for vacant parcels, create downtown 'gateway' elements, and establish a more cohesive look and feel for the corridor. Action items include land use/code amendments and refinements to City's Transportation System Plan ("TSP") , adopted in April 2019, to encourage mixed-use development and diverse housing types, multi-modal transport options, and a Main Street framework for economic development.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Initiation and Management	\$ 12,700
1A	Project Document Templates	
1B	PMT Meetings, up to 12	
1C	Refined Project Schedule	
1D	Comments on draft Public Engagement Plan	
2	Best Practices Review	\$ 17,600
2A	Draft Technical Memorandum 1: Best Practices & Toolbox	
2B	TAC Meeting #1 materials, presentation & meeting summary	
2C	Final Technical Memorandum 1: Best Practices & Toolbox	
3	Conduct Market Assessment	\$ 30,500
3A	Draft Technical Memorandum 2: Market Assessment	
3B	TAC Meeting #2 materials, presentation, and meeting summary	
3C	Final Technical Memorandum 2: Market Assessment	
4	Evaluation & Framework	\$ 25,200
4A	Draft Technical Memorandum 3: Evaluation & Framework	
4B	TAC Meeting #3 materials, presentation, and meeting summary	
4C	Final Technical Memorandum 3: Evaluation & Framework	
5	Establish Mobility Hub Types & Features	\$ 29,600
5A	Draft Technical Memorandum 4: Mobility Hub Types & Features	
5B	TAC Meeting #4 Materials, Presentation, meeting summary	
5C	Final Technical Memorandum 4: Mobility Hub Types & Features	
6	Develop Design Guidance & Implementation Strategy	\$ 37,300
6A	Draft Design Guidance & Implementation Strategy and Presentation Summary	

6B	TAC Meeting #5 Materials, Presentation, and meeting summary	
6C	Final Design Guidance & Implementation Strategy,	
7	Mobility Hub Feasibility Study and Pilot Project Development Final Report & Recommendations	\$ 26,900
7A	Draft Final Report	
7B	TAC Meeting #6 Materials, Presentation, and meeting summary	
7C	Final Report	
	TOTAL Non-Contingency	179,800

CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency		\$ 179,800
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4B-20 Deschutes County Tumalo Community Plan Active Transportation Update; SCVAP Trails Expansion Outreach in NW Deschutes County

The Project consists of two parts: (1) Tumalo Community Plan Active Transportation Update and (2) Implementation of Livable Strategy 4 (Expanded Trail System) of the Sisters Country Vision Action Plan. Both parts support the growing active transportation needs of Deschutes County (County) residents.

Part 1: Tumalo Community Plan Active Transportation Update, will result in amendments to the active transportation element of the Tumalo Community Plan (TCP), adopted in 2010, as well as the Bicycle/Pedestrian Plan (Section 5.5) of the Deschutes County Transportation System Plan (TSP), adopted in 2012 with an update underway. Both the 2010 TCP and the 2012 TSP are elements of the Deschutes County Comprehensive Plan. The amendments will include either text, goals and policies, and mapping. The amendments will specify goals and policies to benefit active transportation users (including transit riders).

Part 2: Implementation of Livable Strategy 4 (Expanded Trail System) of the Sisters Country Vision Action Plan will implement a portion of Livable Strategy 4 the Sisters Country Vision Action Plan (SCVAP), an existing document produced in 2019 in collaboration with the Central Oregon Intergovernmental Council (COIC), the City of Sisters and County. Livable Strategy 4 identifies four actions needed to meet the community’s desire for expanding the existing trail system. This project focuses on implementation of Action 4.1 (Trails Expansion Outreach), which is: “Conduct community outreach to gain input for trail connections between Sisters and Sisters Country.” The remaining three actions in Livable Strategy 4 are outside the parameters of this project. Action 4.2 focusses on identifying funding sources; 4.3 calls for planning a regional trails system that reached outside of Sisters County; 4.4 identifies a specific design project for the Sisters Tie Trail. Product will be map of potential new trail connections and amendments to the Deschutes County Transportation System Plan.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Start	\$ 8,200
1.1	Refined Project Schedule	
1.2	PMT Conference Calls	
1.3	Advisory Committees (County responsibility)	
1.4	Project Web pages	
2	Project Foundation	\$ 6,200
2.1	Agency Outreach	
2.2	Draft Technical Memorandum #1: Plans, Policy, and Existing Conditions	
2.3	Final Technical Memorandum #1	
3	TCP Active Transportation Update	\$ 25,800
3.1	TCP Active Transportation Update Advisory Committee Meeting #1	
3.2	TCP Active Transportation Update, Public Event #1	
3.3	TCP Active Transportation Update Advisory Committee Meeting #2	
3.4	Draft Concept for TCP Active Transportation Update	
3.5	TCP Active Transportation Update Advisory Committee Meeting #3, agenda, meeting materials, and minutes	
3.6	Refined Concept for TCP Active Transportation Update	
3.7	TCP Active Transportation Update, Public Event #2	
3.8	Final Concept for TCP Active Transportation Update	

3.9	TCP Active Transportation Update Advisory Committee Meeting #4	
4	SCVAP Trails Expansion Outreach	\$ 17,900
4.1	SCVAP Trails Expansion Outreach Advisory Committee Meeting #1	
4.2	SCVAP Trails Expansion Outreach, Public Event	
4.3	SCVAP Trails Expansion Outreach Advisory Committee Meeting #2	
4.4	Draft Concept for SCVAP Trails Expansion Outreach	
4.5	SCVAP Trails Expansion Outreach Advisory Committee Meeting #3	
4.6	Final Concept for SCVAP Trails Expansion Outreach	
5	Adoption	\$ 16,900
5.1	TCP and TSP Amendments	
5.2	Implementation Measures	
5.3	Planning Commission Public Hearing	
5.4	Board of County Commissioners Public Hearing	
5.5	Title VI Report	
5.6	Project Information Sheet	
	TOTAL Non-Contingency	75,000
CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency	\$ 75,000
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5A-20 CTUIR TSP Update

The Confederated Tribes of the Umatilla Indian Reservation (“CTUIR”) Transportation System Plan (“TSP”) serves as the CTUIR’s policy guide for future transportation development, laying out both conceptual frameworks for transportation decision making, and concrete implementation priorities. The current CTUIR TSP was adopted in 2001 and has received few updates since then. The TSP Update (“Project”) will evaluate multi-modal transportation changes from the past 20-years to plan for the next 20-years, including new population and transportation growth projections, and community-driven priority-setting.

Project will incorporate changes to the Kayak Public Transit system, the Gateway commercial development hub, the new tribal Mission services hub, and July Grounds community hub. Community members and local road jurisdictions will be consulted extensively about the character of a modern transportation network via digital tools as Covid-19 safety requires, and in-person engagement when possible.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Administration and Public Engagement	\$ 4,400
1.3	PMT Meeting #1 and Refined Project Schedule (Videoconference)	
1.6	Initial Web Page Content	
2	Context and Site Analysis	\$ 38,100
2.2	TSP Existing Inventory Base Maps	
2.3	Preliminary and Revised Transportation Technical Standards Coordination Memorandum	
2.4	Preliminary and Revised Draft TM #2: Context and Site Analysis	
3	Vision and Fact Finding Total	\$ 29,300
3.1	TM #3 Draft Vision Statement and Guiding Principles	
3.2	PMT Meeting #2 and Site Visit	
3.4	TAC Meeting #1	
3.5	Community Workshop #1	
3.8	Final TM #2 and #3	
3.9	PMT Meeting #3 (Videoconference)	
4	Concept Design and Outreach Total	\$ 105,100
4.1	TM #4: Preliminary Concept Design and Transportation Solutions	
4.2	PMT Meeting #4 (Videoconference)	
4.4	TAC Meeting #2	
4.5	Community Workshop #2	
4.6	Online Input #2	
4.7	PMT Meeting #5 (Videoconference)	
4.8	Preliminary and Revised TM #5: Revised Concept Design and Transportation Solutions	
4.9	Freight Stakeholder Packet	
4.10	TAC Meeting #3	

4.11	Transportation Improvements Cost Estimates Memorandum	
5	Prepare and Adopt Updated TSP Total	\$ 39,800
5.1	Draft Updated TSP	
5.2	Draft Comprehensive Plan Policy and Land Development Code Amendments	
5.3	PMT Meeting #6 (Videoconference)	
5.4	Online Input #3	
5.5	PMT Meeting #7 (Videoconference)	
5.7	LPPC PowerPoint Presentation	
5.8	Findings Report and Land Development Code Amendments Recommendation	
5.1	PMT Meeting #8 (Videoconference)	
5.11	Final Updated TSP	
5.12	Final Policy and Land Development Code Provisions	
5.13	BOT Presentation	
	TOTAL Non-Contingency	216,700

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency	\$ 216,700
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1A-19 Oregon City Updated Comprehensive Plan

The purpose of the Updated Comprehensive Plan (“Project”) is to reflect the City of Oregon City’s (“City”) vision for the next 20 years and implement the vision through goals and policies with which projects and plans must comply. Project will update the land use and transportation components of the 2004 Comprehensive Plan for an equitable vision of the next 20 years and create clear policies for planning, infrastructure, and the community’s future. Thoughtful planning can improve wellbeing by providing nearby goods and services accessible from a variety of safe low-cost transportation methods such as walking, biking, micro transit, and transit and consequently reducing vehicle miles traveled in the City, on adjacent highways, and freeway.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Kickoff	\$ 28,400
1A	Project Coordination Meeting & Refined Project Schedule	
1B	PMT Conference Call Meetings, up to 20	
1C	Comment Tracking Log	
1D	Monthly Project website content updates, up to 10	
1E	Bi-weekly Social media posts and e-blast content and polls, up to 20	
1F	Facebook Live events, up to 4	
1G	Online surveys, up to 6	
1H	Materials for tabling at community events	
2	Community Vision	\$ 20,200
2A	PAT Meetings #1-3	
2B	Draft Community Vision	
2C	PAT Meeting #4	
2D	City and Planning Commission Work Session #1	
2E	Community Vision Forum	
2F	CIC Meeting #1 Meeting Materials	
2G	PAT Meeting #5	
2H	City and Planning Commission Work Session #2	
2I	Final Draft Community Vision for Adoption	
3	Comprehensive Plan Update	\$ 72,950
3A	Guide for Creating a Comprehensive Plan Goals and Policies	
3B	Summary of Existing Comprehensive Plan and Ancillary Documents	
3C	PAT Meeting #6	
3D	Comprehensive Plan Chapter Development Summits	
3E	Comprehensive Plan Chapter Development Summits with Urban Design Elements	
3F	Draft Updated Comprehensive Plan	
3G	PAT Meeting #7	
3H	City and Planning Commission Work Session #3	
3I	Comprehensive Plan Forum	
3J	City Advisory Groups Meeting Materials	
3K	PAT Meeting #8	
3L	City and Planning Commission Work Session #4	
3M	Adoption Draft Updated Comprehensive Plan	

4	Adoption	\$ 12,100
4A	Draft Findings	
4B	Pre-application Conference	
4C	CIC Meeting #3 Meeting Materials	
4D	Application Submittal	
4E	Planning Commission and City Commission Adoption Hearings	
4F	Final Updated Comprehensive Plan	
	TOTAL Non-Contingency	133,650

CONTINGENCY TASKS/DELIVERABLES		
5	Contingency Tasks	\$ 11,750
5A	Comprehensive Plan Chapter Summit	
5B	Public Adoption Hearing	
5C	Meeting	
5D	Travel and time for in-person meetings/events	
	TOTAL Contingency	11,750

TOTAL Non-Contingency + Contingency	\$ 145,400
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1C-19 Portland Parkrose Neighborhood Action Plan

The City of Portland's ("City") Parkrose Neighborhood Action Plan project ("Project") will address a range of transportation and land use issues that affect the Parkrose community's long term safety and stability, including:

- Safe transportation choices on Sandy Boulevard
- Housing stability and tenant displacement prevention
- Access to living wage jobs and small business opportunities
- Public spaces supporting community cohesion

Parkrose Neighborhood Action Plan will address the transportation needs of the Parkrose neighborhood by:

- Identifying actions and investments that could improve active transportation safety and walkability of Sandy Boulevard in the near-term, without requiring a full redesign of the corridor.
- Identifying land use and programmatic/service solutions that reduce the need for Parkrose residents to leave the neighborhood to meet daily needs
- Proposing strategies that increase workforce access to jobs and small business opportunities in the neighborhood, reducing commute trips and distances.

The City intends to pursue adoption of the Parkrose Neighborhood Action Plan. Adopting action may be either City Council resolution or ordinance, depending on whether zoning, code, policy, or plan amendments are needed to support successful implementation.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 5,700
1A	Comments on Refined Project Schedule	
1B	Consultant Schedule	
1C	Consultant Participation at Project Meetings (Up to 13)	
2	Public Engagement	
3	Sandy Boulevard Safety and Accessibility Enhancements	\$ 25,550
3A	Conceptual Designs	
3B	Cost Estimates	
3C	Text and Graphics for Active Transportation Safety Solutions Memorandum	
3D	Traffic Analysis	
3E	Transportation Analysis Memorandum	
4	Housing Needs, Housing Stability and Anti-Displacement	
5	Access to Jobs and Small Business Opportunities	
6	Community Spaces	
7	Parkrose Neighborhood Action Plan	
	TOTAL Non-Contingency	31,250
CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	
	TOTAL Contingency	
TOTAL Non-Contingency + Contingency		\$ 31,250

1D-19 TriMet Transit Oriented Development Plan

The purpose of this project is to develop The TriMet Transit Oriented Development Plan (“TOD Plan”), which must advance a Key Strategic Action in the TriMet’s Business Plan (April 2019):

implement strategy for TriMet’s support of Transit-Oriented Development equitable housing and for value capture that supports higher transit demand around existing MAX, DTP, and Frequent Service.

The TOD Plan must establish a framework based on TriMet’s October 2020 Draft TOD Guidelines for managing and investing in TriMet’s portfolio of real estate holdings to increase transit ridership. The TOD Plan must benefit the region by attracting residents, businesses, and development to centers, main streets, and corridors that are accommodating regional growth.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Kickoff	\$ 34,750
1A	Project Kickoff Meeting	
1B	Draft Stakeholder Engagement Guidelines	
1C	Public Information Materials	
1D	Stakeholder Assessments-Round1	
1E	Revised Stakeholder Engagement Guidelines	
1F	PMT Meetings/Coordination Calls	
2	Identify Stakeholder Goals	\$ 52,900
2A	Identification and Recording of Stakeholder Goals	
2B	Context Mapping	
2C	Draft Evaluation and Implementation Framework	
2D	SAC Meeting #1	
2F	Final Evaluation and Implementation Framework	
3	Typologies and Evaluation	\$ 67,900
3A	Draft Development Typologies	
3B	Preliminary Property Evaluation/Typology Applications	
3C	SAC Meeting #2	
3D	Final Development Typologies	
3E	Final Property Evaluation/Typology Applications	
3F	Stakeholder Assessments-Round 2	
4	Prioritization, Assessment and Design	\$ 8,800
4A	Priority Site Selection	
4B	SAC Meeting #3	
5	Develop and Adopt Plan	\$ 58,800
5A	Plan Outline	
5B	Draft TOD Plan	
5C	TriMet Board Presentation	
5D	Final TOD Plan	
	TOTAL Non-Contingency	\$ 223,150

CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	\$ 76,100
C.1	Preliminary Site Design and Financial Feasibility Case Studies	
C.2	Draft Small Parcel Supportive TOD Best Practices	
C.3	Final Site Design and Financial Feasibility Case Studies	
C.4	Final Small Parcel Supportive TOD Best Practices	
C.5	Developer/Marketing Information	
TOTAL Contingency		\$ 76,100

TOTAL Non-Contingency + Contingency	\$ 299,250
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2A-19 Albany East Albany Plan

The East Albany Plan project (“Project”) will refine the City of Albany (“City”) Comprehensive Plan and Transportation System Plan (“TSP”). The Project will update and replace previously adopted neighborhood plans. The Project will increase development densities and the mix of land uses, improve connectivity between uses and improve conditions for walking, cycling, and riding transit. The Project will help the City make more efficient use of existing urban land and transportation infrastructure, plan for related transportation investments, and delay the need for future Urban Growth Boundary expansions.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Project Initiation	\$ 16,800
1A	Background Information	
1B	Project Initiation Meeting	
1C	Initial Project Outreach Material	
1D	Project Website	
1E	Stakeholder Outreach Meetings and Summary #1	
1F	PAC Meeting #1	
2	Vision and Conditions for East Albany	\$ 28,300
2A	Draft Memorandum #1: Vision and Goals for East Albany	
2B	Draft Existing and Planned Conditions PowerPoint	
2C	Draft Memorandum #2: Market Analysis	
2D	PAC Meeting #2	
2F	Presentation Materials for Joint Planning Commission/Council Work Session #1	
2G	Joint Planning Commission/City Council Work Session #1	
3	Public Event #1	\$ 15,900
3A	Presentation Material for Public Event #1	
3C	Online Public Event #1	
3D	Revised Memorandum #1	
3E	Revised Existing and Planned Conditions PowerPoint	
3F	Revised Memorandum #2	
4	Gap Analysis	\$ 20,800
4A	Draft Memorandum #3: Gap Analysis and Potential Implementation Strategies	
4B	PAC Meeting #3	
5	Plan Development	\$ 57,700
5A	Design Workshop	
5C	Presentation Materials for PAC Meeting #4 and Joint Planning Commission/Council Work Session #2	

5D	PAC Meeting #4	
5F	Joint Planning Commission/City Council Work Session #2	
5H	Revised Memorandum #3	
5I	Draft Memorandum #4: Development Alternatives	
5J	Stakeholder Outreach Meetings and Summary #2	
5K	PAC Meeting #5	
6	Public Event #2	\$ 22,300
6A	Presentation Material for Public Event #2	
6C	Online Public Event #2	
6D	Presentation Materials for Joint Planning Commission/City Council Work Session #3	
6E	Joint Planning Commission/City Council Work Session #3	
6G	Revised Memorandum #5	
7	Plan Implementation	\$ 73,700
7A	Memorandum #5: East Albany Plan Format and Outline	
7B	Draft Memorandum #6: TPR Analysis and TSP Amendments	
7C	Draft Memorandum #7: Infrastructure Needs	
7D	Draft Memorandum #8: Comprehensive Plan Amendments	
7E	Draft Memorandum #9: Zoning Map and Development Code Amendments	
7F	Draft Memorandum #10: Funding and Implementation	
7G	Plan Rendering	
7H	PAC Meeting #6	
7J	Stakeholder Outreach Meetings and Summary #3	
7K	Revised Memorandum #6	
7L	Revised Memorandum #7	
7M	Revised Memorandum #8	
7N	Revised Memorandum #9	
7O	Revised Memorandum #10	
8	Plan Adoption	\$ 24,400
8A	Draft East Albany Plan	
8B	Presentation Material for Joint Planning Commission/City Council Work Session #4	
8C	Joint Planning Commission/City Council Work Session #4	
8E	Revised Draft East Albany Plan	
8F	Presentation Material for Public Hearings	
8G	Planning Commission Public Hearing	

8I	Adoption Draft East Albany Plan	
8J	City Council Public Hearing	
8L	Final East Albany Plan	
TOTAL Non-Contingency		233,300

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingency Tasks	\$ 26,600
1.G	Travel for PAC Meeting #1	
2.E	Travel for PAC Meeting #2	
2.H	Travel for Joint PC/CC Work Session #1	
3.B	Public Event #1	
4.C	Travel for PAC Meeting #3	
5.B	Travel for Design Workshop	
5.E	Travel for PAC Meeting #4	
5.G	Travel for Joint PC/CC Work Session #2	
5.L	Travel for PAC Meeting #5	
6.B	Public Event #2	
6.F	Travel for Joint PC/CC Work Session #3	
7.I	Travel for PAC Meeting #6	
8.D	Travel for Joint Planning Commission/City Council Work Session #4	
8.H	Travel for Planning Commission Hearing	
8.K	Travel for City Council Hearing	
TOTAL Contingency		26,600

TOTAL Non-Contingency + Contingency	\$ 259,900
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2B-19 Cannon Beach TSP

The Project will develop the City of Cannon Beach (“City”) Transportation System Plan (“TSP”). The TSP must identify an integrated network of multi-modal transportation facilities and services needed to support City’s planned land uses. The Project must address transportation planning needs within City and the Urban Growth Boundary (“UGB”).

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 11,500
1A	Kick-off Meeting	
1B	PMT Teleconferences (up to 12)	
1C	Public Involvement and Communication Plan	
1D	Project Fact Sheet	
1E	Refined Project Schedule	
2	Plans and Policy Review	\$ 14,600
2A	Tech Memo #1: Plans and Policy Framework	
2B	Analysis Methodology and Assumptions Memorandum	
2C	Draft Tech Memo #2: Goals, Objectives, and Evaluation Criteria	
3	Transportation System Inventory and Existing Conditions	\$ 40,100
3A	Draft Tech Memo #3: Existing Conditions Inventory and Analysis	
3B	PAC Meeting #1, including Agenda, Meeting Minutes, and Supporting Materials	
3C	Task 3 Publicity materials review, comment and translation	
3D	Open House and Workshop #1, including Written Handouts, Sign In Sheet, Comment Form, and Visual Media	
3E	Final Tech Memos #2 and #3	
4	Future Conditions and Alternatives Development and Analysis	\$ 50,900
4A	Draft Tech Memo #4: Future Systems Conditions	
4B	Draft Tech Memo #5: Alternatives Analysis and Funding Program	
4C	PAC Meeting #2 including, Agenda, Meeting Minutes, Supporting Materials	
4D	Task 4 Publicity review, comment and translate	
4E	Open House and Workshop #2, including Written Handouts, Sign In Sheet, Comment Form, and Visual Media	
4F	Final Tech Memos #4 and #5	
5	Identification of Preferred and Cost-Constrained Alternatives	\$ 23,800
5A	Draft Tech Memo #6: Preferred Alternatives	
5B	PAC Meeting #3, including Agenda, Meeting Minutes, and Supporting Materials	
5C	Input on and translation of Task 5 Publicity materials review, comment and translate	
5D	Open House and Workshop #3, including Written Handouts, Sign In Sheet, Comment Form, and Visual Media	
5E	Joint Planning Commission and City Council Work Session #1, including Agenda, Meeting Minutes, Supporting Materials	
5F	Final Tech Memo #6	
6	Draft TSP, Implementing Ordinances and Findings	\$ 30,900
6A	Draft TSP	

6B	Draft Implementing Ordinances	
6C	Draft Findings review and comment	
6D	PAC Meeting #4 Agenda, Meeting Minutes, and Supporting Materials	
6E	Adoption Draft TSP, Adoption Draft Implementing Ordinances, and Final Findings	
7	Adoption	\$ 9,600
7A	Joint Planning Commission and City Council Work Session #2	
7B	Planning Commission Hearing	
7C	City Council Hearing	
7D	Final TSP and Final Implementing Ordinances	
7E	Public and Stakeholder Involvement and Communications Summary Report	
	TOTAL Non-Contingency	181,400

CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency		\$ 181,400
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2C-19 Jefferson TSP Update

The City of Jefferson (“City”) Transportation System Plan Update Project (“Project”) will update the City’s Transportation System Plan (“TSP”) adopted in 2001. Project will identify policies, programs, and improvements needed to improve conditions for all travel modes, support planned land uses, and support economic development. Project will assure consistency of the Updated TSP with state policies, plans, and rules including Oregon Administrative Rules Chapter 660, Division 12, commonly known as the Transportation Planning Rules (“TPR”). Project will work to ensure that the Updated TSP is coordinated with and consistent with adopted regional transportation plans including the Marion County TSP and the Albany Area Metropolitan Planning Organization (“AAMPO”) Regional Transportation Plan (“RTP”).

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Reconnaissance and Kickoff	\$ 17,000
1A	Gather Background Information	
1B	Project Management Conference Calls, up to 20	
1C	Project Schedule	
1D	Project Kickoff Meeting	
1E	Project Website	
1F	Draft Memorandum #1: Project Goals and Objectives	
1G	PAC Meeting #1	
2	Transportation System Conditions, Deficiencies, and Needs	\$ 34,400
2A	Stakeholder Outreach, up to 6	
2B	Transportation Analysis Methodology and Assumptions Memorandum	
2C	Draft Memorandum #2: Transportation System Conditions, Deficiencies, and Needs	
2D	PAC Meeting #2	
3	Public Event #1	\$ 10,100
3A	Presentation Materials for Public Event #1	
3B	Public Event #1	
3C	Revised Memorandum #1	
3D	Revised Memorandum #2	
4	Transportation System Improvements	\$ 27,400
4A	Draft Memorandum #3: Proposed Transportation System Improvements	
4B	Draft Memorandum #4: Costs and Potential Funding Strategies for Proposed Improvements	
4C	PAC Meeting #3	
4D	Joint Planning Commission and City Council Work Session	
4D	Task 4 Publicity review, comment and translate	
5	Public Event #2	\$ 11,800
5A	Presentation Material for Public Event #2	
5B	Public Event #2	
5C	Revised Memorandum #3	
5D	Revised Memorandum #4	
6	Implementation Measures	\$ 10,100
6A	Draft Memorandum #5: Plan and Development Code Amendments	
6B	PAC Meeting #4	

6C	Revised Memorandum #5	
7	Plan Adoption	\$ 26,900
7A	Draft Jefferson Transportation System Plan	
7B	Planning Commission and City Council Joint Work Session #2	
7C	Planning Commission Draft Jefferson TSP	
7D	Presentation Materials for Planning Commission and City Council Hearings	
7E	Planning Commission Public Hearing	
7F	Adoption Draft Jefferson Transportation System Plan	
7G	City Council Public Hearing	
7H	Final Jefferson Transportation System Plan	
	TOTAL Non-Contingency	137,700

CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency		\$ 137,700
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2D-19 Clatsop County Tsunami Evacuation Facilities Improvement Plan

Project will develop a Tsunami Evacuation Facilities Improvement Plan (“TEFIP”) for Clatsop County (“County”) as outlined in “Preparing for a Cascadia Subduction Zone Tsunami: A Land Use Guide for Oregon Coastal Communities” published by The Oregon Department of Land Conservation and Development (DLCD) in 2015 (hereafter, “Tsunami Land Use Guide”). Project outcomes will identify evacuation needs, designate routes, establish system standards, identify needed transportation improvements, and provide implementable policy. Additionally, the Clatsop County TEFIP will identify and prioritize dual-use routes that can both serve as emergency evacuation routes and as year-round transportation facilities, such as off-road bike paths.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Administration and Initiation	\$ 17,100
1A	PMT Meetings-- up to 12	
1B	PAC Roster	
1C	Public Involvement Plan	
1D	Stakeholder Database and Comment Log	
1E	Project Fact Sheet	
1F	Kick-Off Meeting	
1G	Project Website	
1H	Project Overview Video	
2	Project Goals and Objectives	\$ 24,500
2A	Draft TM #1: Goals, Objectives, and Overview	
2B	Draft TM #2: Evaluation Criteria	
2C	Draft TM #3: Existing Conditions	
2D	PAC Meeting #1	
2E	Open House #1	
2F	Final TM #1, #2, #3	
3	Evacuation Routes and Trail Options	\$ 32,600
3A	Draft Tech Memo #4: Analysis of Evacuation Routes and Trail Options	
3B	PAC Meeting #2	
3C	Open House #2	
3D	Final TM #4	
4	Preferred Evacuation Routes and Trail Options	\$ 21,850
4A	Draft Tech Memo #5: Preferred Evacuation Routes and Trails	
4B	PAC Meeting #3	
4C	Open House #3	
4D	Decision Maker Workshop	
4E	Final Tech Memo #5	
5	Clatsop County TEFIP	\$ 17,500
5A	Draft TEFIP	
5B	Draft Implementation Measures	
6	Adoption	\$ 4,750
6A	Joint Recreational Lands Planning Advisory Committee, Planning Commission and County Board Work Session	
6B	Final TEFIP	

6C	Public and Stakeholder Involvement and Communications Summary Report	
TOTAL Non-Contingency		118,300

CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	\$ -
TOTAL Contingency		-

TOTAL Non-Contingency + Contingency		\$ 118,300
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3A-19 Coos Bay Front Street Blueprint

The City of Coos Bay's Front Street Blueprint must provide a detailed strategy to implement six tasks identified in the 2017 Front Street Action Plan. These six tasks are:

1. Access/Intersection improvements (C4);
2. Circulation/Connectivity improvements (C3);
3. Bike/Pedestrian Safety and Access (C2);
4. A public parking management strategy (B5);
5. Historic Wayfinding (B1); and
6. Public Waterfront improvements (A1).

The Project must align with City Council's 2019-2021 goals and be consistent with the plans, policies and objectives of the 2017 Front Street Action Plan, 2020 Coos Bay Transportation System Plan ("TSP"), and City Comprehensive Plan. The Project must provide plans to develop a cohesive, multi-modal loop through the area that will enhance the economic development potential and safety of the corridor.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 24,200
1A	PMT Meetings	
1B	Working Schedule	
1C	Project Website	
1D	Public Involvement Strategy Memorandum	
1E	Project Kickoff Meeting and Study Area Tour	
1F	Stakeholder Interviews	
2	Inventory and Analyze Conditions	\$ 43,400
2A	Draft Memo #1	
2B	PMT Meeting #1	
2C	Methodology Memorandum	
2D	Draft Memo #2	
2E	Draft Memo #3	
2F	PMT Meeting #2	
3	Public Outreach #1	\$ 12,200
3A	AC Meeting #1	
3B	Press Release and Informational Flyer	
3C	Presentation Materials for Planning Commission Meeting #1	
3D	Planning Commission Meeting #1	
3E	Revised Memo #1	
3F	Revised Memo #2	
3G	Revised Memo #3	
4	Alternative Facility Designs	\$ 10,300
4A	Draft Memo #4	
4B	PMT Meeting #3	
5	Public Outreach #2	\$ 15,900
5A	AC Meeting #2	
5B	Press Release and Informational Flyer	
5C	Presentation Materials for Planning Commission Meeting #2	

5D	Planning Commission Meeting #2	
5E	Revised Memo #4	
6	Preferred Design and Implementable Strategies	\$ 15,700
6A	Draft Memo #5	
6B	PMT Meeting #4	
7	Public Outreach #3	\$ 15,600
7A	AC Meeting #3	
7B	Press Release and Informational Flyer	
7C	Presentation Materials for Planning Commission Meeting #3	
7D	Planning Commission Meeting #3	
7E	Revised Memo #5	
8	Draft Front Street Blueprint	\$ 26,800
8A	Draft Front Street Blueprint	
8B	Draft Implementing Measures	
8C	PMT Meeting #5	
9	Adoption	\$ 17,700
9A	AC Meeting #4	
9B	Press Release and Informational Flyer	
9C	Presentation Materials for Public Hearings	
9D	Planning Commission Public Hearing	
9D	Adoption Draft Front Street Blueprint and Adoption Draft Implementing Measures	
9F	Final Front Street Blueprint and Final Implementation Measures	
	TOTAL Non-Contingency	181,800
CONTINGENCY TASKS/DELIVERABLES		
C1	Contingency Tasks	\$ 3,200
C1	Contingent Additional Meeting (up to 2)	
C2	Contingent Public Presentation (up to 2)	
	TOTAL Contingency	3,200
TOTAL Non-Contingency + Contingency		\$ 185,000

3B-19 UPTD Transit Master Plan

The purpose of the Project is to create a strategic Transit Master Plan (“TMP”) with recommended implementing ordinances and related documents and materials that provide clear and concise direction regarding a transit productivity-based service (i.e. targeted service to increase ridership) for the Umpqua Public Transportation District (“UPTD”).

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 4,200
1.2	Monthly Project Reports (up to 15)	
2	Inventory and Analyze Conditions	\$ 31,650
2.1	Background Information	
2.2a	Refined Project Schedule	
2.2b	PMT Meetings, up to 15	
2.3	STAC Meeting #1	
2.4	Study Area Tour	
2.5	Outreach and Coordination Calls, up to 8	
2.6	Project Website	
2.7	Outreach Effort #1	
2.8	Driver Survey	
3	Existing Conditions	\$ 40,600
3.1	Draft Memo #1: Existing System Conditions	
3.2	Draft Memo #2: Transit Goals, Policies, and Practices	
3.3	Updated PTIP	
3.4	STAC Meeting #2	
3.5	UPTD Board Work Session #1	
3.6	Updated Memo #1	
3.7	Updated Memo #2	
3.8	Final PTIP	
3.9	Post Task 2 Project Website Update	
4	Transit Needs and Opportunities	\$ 40,550
4.1	Draft Memo #3: Transit Benchmarks and Monitoring Program	
4.2	Draft Memo #4: Unmet Transportation Needs	
4.3	Draft Memo #5: Future Service Opportunities	
4.4	Outreach Effort #2	
4.5	STAC Meeting #3	
4.6	Updated Memo #3	
4.7	Updated Memo #4	
4.8	Updated Memo #5	
4.9	Task 3 Project Website Update	
5	Evaluation and Prioritization	\$ 23,450
5.1	Evaluation Matrix and Draft Prioritized Project List	
5.2	Draft Memo #6: Preferred Projects and Financial Assessment	
5.3	STAC Meeting #4	

5.4	Updated Memo #6	
5.5	Task 4 Project Website Update	
6	Draft Transit Master Plan	\$ 22,550
6.1	Draft TMP Outline	
6.2	Draft TMP	
6.3	STAC Meeting #5	
6.4	Comment Period and Q&A Session	
6.5	UPTD Board Work Session #2	
6.6	Adoption Draft TMP	
6.7	Task 5 Project Website Update	
7	Adoption	\$ 4,200
7.1	UPTD Board Adoption Hearing	
7.2	Final TMP	
	TOTAL Non-Contingency	167,200

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingency Tasks	\$ 7,800
C1	Additional Memo/Report Revision	
C2	Additional In-Person Meeting	
C3	Additional Virtual Meeting	
	TOTAL Contingency	7,800

TOTAL Non-Contingency + Contingency	\$ 175,000
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4B-19 Wasco County/MCEDD Transportation Development Plan

The purpose of the Project is to develop a Wasco County Transit Development Plan (“TDP”) for the next 20 years, including:

- 1) a comprehensive outreach process that offers community input on mobility needs and issues;
- 2) an existing conditions report including factors that impact mobility and transit use in Wasco County;
- 3) an operational and capital plan that meets identified needs and gaps; and
- 4) a detailed financial and implementation plan that offers a viable and sustainable blueprint through 2040.

The TDP will serve as the transit element of the Wasco County Transportation System Plan (“TSP”). It may also serve as the TSP transit element for the six incorporated cities within Wasco County. The TDP will provide guidance to cities for their efforts to increase transit use and reduce greenhouse gases.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Project Initiation and Existing Conditions	\$ 57,550
1A	Coordination calls	
1B	PMT Meeting #1	
1C	Project Webpage Initial Materials	
1D	Draft Memo #1: Public Involvement Plan	
1E	Draft Memo #2: Existing System	
1F	Questionnaire #1	
1G	Direct Stakeholder Outreach #1	
1H	PTAC Presentation #1	
1I	AC Meeting #1	
1J	Study Area Tour	
1K	Final Memo #1	
1L	Final Memo #2	
2	Transit Supportive Development Strategies	\$ 23,800
2A	Draft Memo #3: Unmet Transit Needs and Transit Supportive Development Strategies	
2B	Draft Memo #4: Evaluation Framework	
2C	PMT Meeting #2	
2D	AC Meeting #2	
2E	Final Memo #3	
2F	Final Memo #4	
2G	Project Webpage Update materials for posting	
3	Envision Future Service Opportunities	\$ 23,300
3A	Draft Memo #5: Future Service Opportunities	
3B	PMT Meeting #3	
3C	AC Meeting #3	
3D	Final Memo #5	
3E	Project Webpage Update materials for posting	
3F	Direct Stakeholder Outreach #2	
4	Transit Goals Practices and Policies	\$ 32,900
4A	PMT Meeting #4	
4B	Draft Memo #6: Updated Goals, Policies, and Practices	

4C	Draft Memo #7: Future Service Design and Supporting Programs	
4D	AC Meeting #4	
4E	Final Memo #6	
4F	Final Memo #7	
4G	Project Webpage Update materials for posting	
5	Draft TDP	\$ 30,600
5A	PMT Meeting #5	
5B	Draft TDP	
5C	AC Meeting #5	
5D	Online Open House	
5E	Local Planning Staff Workshop	
5F	PTAC Presentation #2	
5G	Revised TDP	
5H	Draft Implementing Ordinances	
5I	Project Webpage Update materials for posting	
8C	PMT Meeting #5	
6	Adoption	\$ 5,300
6A	Transportation Administration Board Meeting	
6B	Wasco County Board of Commissioners Meeting	
6C	Final TDP and Final Implementing Ordinances	
6D	Project Webpage Update materials	
	TOTAL Non-Contingency	173,450

CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	
	TOTAL Contingency	

TOTAL Non-Contingency + Contingency	\$ 173,450
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1A-18 King City TSP and Land Use Refinement

The Project will develop the City of King City's ("City") first transportation system plan ("TSP"), TSP will analyze and plan for both City's incorporated areas and Urban Reserve Area 6D ("URA 6D"), brought into the Metropolitan Service District of Portland metropolitan area ("Metro") Urban Growth Boundary ("UGB") in December 2018. Project will provide market analysis to support subsequent development of a Master Plan for URA 6D, as required by Metro's conditions of approval for URA 6D (Metro Ordinance No. 18-1427 Exhibit C). Project will support adoption of TSP, along with a URA 6D master plan as well as amended comprehensive plan and zoning code to encompass both new and existing King City lands. TSP will comply with key state and regional requirements, notably the Transportation Planning Rules ("TPR") and Metro's Regional Transportation Functional Plan ("RTFP").

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 23,700
1A	In-Person PMT Meetings, up to 8	
1B	PMT Check-In Meetings, up to 30	
1C	Project Management Plan	
1D	Project Decision Log	
2	Public and Stakeholder Involvement	\$ 6,250
2A	Public and Stakeholder Involvement	
2B	Project Website, Fact Sheet, Overview Video	
2C	Community Events, up to 8, including focused EJ and Title VI Targeted Outreach	
2D	In-Person and Online Outreach, up to 1 in-person and 2 online	
2E	Contact and Comment Log	
2F	Public Involvement Summary Report	
3	Policy and Planning Framework	\$ 4,300
3A	Framework Document	
4	Land Use Refinement and Market Analysis	\$ 71,400
4A	Land Use Existing Conditions and Future Baseline Report	
4B	URA 6D Market Analysis Report	
4C	Urban Design Guidebook and Action Plan	
4D	TAC Meeting #1	
4E	URA 6D Land Use Assumptions Report	
4F	TAC Meeting #2	
4G	Planning Commission #1	
5	Transportation Vision and Policies	\$ 23,300
5A	Transportation Vision and Goals	
5B	Transportation Policies	
5C	Transportation Infrastructure Standards	
5D	Transportation Performance Measures	
5E	Project Prioritization Framework	
5F	TSP Evaluation Methodology Memorandum	
6	Final CCTDP & Approval Process	\$ 18,600
6A	Transportation Existing Conditions and Needs Report	
6B	TAC Meeting #3	

7	Transportation Network Evaluation	\$ 35,500
7A	Proposed Multimodal Network Maps	
7B	Draft Long-Range Capital Project List	
7C	Transportation Financial Feasibility Assessment Report	
7D	Draft Financially Constrained Capital Project List	
7E	Evaluation Report on Transportation Network Alternatives	
7F	TAC Meeting #4	
7G	Planning Commission and City Council Work Session	
8	Transportation System Plan	\$ 44,250
8A	Refined Multimodal Network Maps	
8B	Refined Transportation Infrastructure Standards	
8C	Refined Long-Range Capital Project List	
8D	Refined Financially Constrained Capital Project List	
8E	TSP	
8F	Draft Staff Report	
8G	Findings of Compliance	
	TOTAL Non-Contingency	\$ 284,300

CONTINGENCY TASKS/DELIVERABLES		
9	Contingency Tasks	\$ 15,550
9A	Targeted Stakeholder Outreach Interviews, up to 15 phone interviews	
9B	Targeted Stakeholder Outreach Interviews, up to 5 in-person meetings	
9C	Project Fact Sheets, up to 15	
	TOTAL Contingency	\$ 15,550

TOTAL Non-Contingency + Contingency	\$ 299,850
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1B-18 Sandy TSP Update

The City of Sandy Transportation System Plan Update (“Project”) links together various plans—land use, parks, transit, state and county plans - that affect transportation in Sandy (“City”). The City’s Transportation System Plan (“TSP”), adopted in 2011, is used daily as a blueprint for the physical development of the City; thus, it needs to be updated as conditions change and the City grows. The updated TSP (“Updated TSP”) must include a recent Urban Growth Boundary (“UGB”) expansion area and identify bicycle and pedestrian systems and roadway classifications within the expanded area. Project will also update the motor vehicle and bicycle and pedestrian capital project lists, including project cost estimates. Project will allow the City to finalize the alternative mobility targets developed as part of the 2011 TSP. Planned local street connections and increased use of active modes of transportation will keep local traffic off the highway.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Start	\$ 20,800
1A	PMT Conference Call Meetings, up to 18	
1B	Refined Project Schedule	
1C	Base Maps	
1D	Project Web Page	
1E	Project Digital Introduction	
1F	PMT Meeting #1	
1G	Public Involvement Plan	
1H	“Transportation System Planning 101” Training	
2	Project Framework	\$ 18,600
2A	Draft and final Tech Memo 1: Policy Framework and Code Review	
2B	Draft Tech Memo 2: Project Goals, Objectives and Evaluation Criteria	
2C	Draft and final Tech Memo 3: TSP Financial Forecast	
2D	CAC Meeting #1	
2E	Final Tech Memo 2	
3	Existing Transportation System and Needs Inventory	\$ 37,900
3A	Draft Tech Memo 4: Transportation System Existing Conditions Inventory	
3B	Draft Tech Memo 5: Needs Analysis	
3C	Project Digital Announcement #1	
3D	CAC Meeting #2	
3E	Tabling Event #1	
3F	Final Tech Memos 4 and 5	
4	Potential Solutions	\$ 23,500
4A	Draft Tech Memo 6: Regulatory Solutions	
4B	Draft Tech Memo 7: TSP Solutions	
4C	CAC Meeting #3	
4D	Final Tech Memos 6 and 7	
5	Present Work to Date to Planning Commission and City Council	\$ 7,100
5A	PMT Meeting #2	
5B	Planning Commission and City Council Work Session #1	
6	Draft Planned and Financially Constrained Transportation Systems	\$ 33,600
6A	Draft Alternative Mobility Targets Memo	

6B	Draft Tech Memo 8: Planned and Financially Constrained Transportation Systems	
6C	Project Digital Announcement #2	
6D	CAC Meeting #4	
6E	Tabling Event #2	
6F	Community Meeting #1 and On-Line Community Meeting #1	
6G	Planning Commission and City Council Work Session #2	
6H	Final Tech Memo 8	
6I	Final Alternative Mobility Targets Memo	
7	Draft Updated TSP and Implementing Language	\$ 21,700
7A	Adoption draft Updated TSP	
7B	Adoption draft Implementing Language	
7C	Project Digital Announcement #3	
8	Adoption	\$ 22,000
8A	Planning Commission and City Council Work Session #3	
8B	TSP Staff Report and Findings	
8C	Planning Commission Hearing	
8D	City Council Hearing	
8E	Final Updated TSP and final Implementing Language	
8F	Draft Findings and Staff Report for Oregon Transportation Commission Consideration of Alternative Mobility Targets	
	TOTAL Non-Contingency	\$ 185,200
CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	
	TOTAL Contingency	

TOTAL Non-Contingency + Contingency		\$ 185,200
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1C-18 Clackamas County Transit Development Plan

The purpose of this project ("Project") is to develop a Clackamas County Transit Development Plan ("CCTDP") to guide transit investments within Clackamas County ("County"). The CCTDP will guide future investments under HB2017 – Keep Oregon Moving’s Statewide Transportation Improvement Fund ("STIF") by identifying needed and priority connections in areas where there currently is no transit service provider. CCTDP will be a single document that communicates a connected and coordinated vision for transit service and access to transit, and recommendations on actions to improve transit use in the County. In the TriMet service area within the County, the CCTDP will provide detailed analysis and level of service information, informing future STIF plans and TriMet service implementation. In unincorporated areas with no current transit service provider, the CCTDP will make recommendations for how transit service providers can cover these areas in the future.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management and Grant Administration	\$ 16,200
1A	Refined Project Schedule	
1B	PMT Meetings / Conference Calls	
1C	Monthly Progress Reports	
1D	Project Meetings (2)	
2	Public Engagement Plan; Background and Existing Conditions	\$ 32,950
2A	Title VI Assessment Report	
2B	Public Engagement Plan	
2C	PMT Meeting #1	
2D	Materials for Project Web Page, Project Factsheet, and Online Commenting Map	
2E	Background Information and Existing Conditions Memo	
2F	TAC Meeting #1	
2G	PAC Meeting #1	
3	Needs Analysis	\$ 44,450
3A	Draft Memo #1: Goals, Objectives and Performance Measures	
3B	Draft Memo #2: Existing Conditions and Needs Identification	
3C	Outreach Effort #1 Online Survey	
3D	Outreach Effort #1 Promotion Support	
3E	Outreach Effort #1 In-person Events (4)	
3F	Outreach Effort #1 Summary	
3G	PMT Meeting #2	
3H	TAC Meeting #2	
3I	PAC Meeting #2	
3J	Final Memo #1: Goals, Objectives and Performance Measures	
3K	Final Memo #2: Existing Conditions and Needs Identification	
4	Future Service Opportunities and Evaluation	\$ 45,400
4A	Memo #3: Assessment of Future Service Opportunities and Costs	
4B	Draft Memo #4: Future Solution Strategies	
4C	Outreach Effort #2 Online Survey	
4D	Outreach Effort #2 Promotion Support	
4E	Outreach Effort #2 In-person Events (4)	
4F	Outreach Effort #2 Summary	

4G	PMT Meeting #3	
4H	TAC Meeting #3	
4I	PAC Meeting #3	
4J	Final Memo #4: Future Solution Strategies	
5	Draft CCTDP	\$ 26,000
5A	CCTDP Outline and Draft CCTDP	
5B	PMT Meeting #4	
5C	TAC Meeting #4	
5D	PAC Meeting #4	
5E	Revised Draft CCTDP	
5F	Executive Summary	
6	Final CCTDP & Approval Process	\$ 5,250
6A	Clackamas County Planning Commission Hearing	
6B	C4 Meeting	
6C	Final CCTDP	
	TOTAL Non-Contingency	\$ 170,250

CONTINGENCY TASKS/DELIVERABLES		
7	Transit Survey	\$ 4,950
7CA	Transit Survey Review	\$ 4,950
	TOTAL Contingency	\$ 4,950

TOTAL Non-Contingency + Contingency	\$ 175,200
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1D-18 TriMet Pedestrian Plan

TriMet's Pedestrian Plan is a multimodal undertaking - whether they walk or roll, everyone accesses transit as a pedestrian. However, an incomplete sidewalk network, lack of safe crossings and other barriers often prevent people from reaching transit safely and comfortably. TriMet's experience with the 2011 Pedestrian Network Analysis ("PNA") demonstrates how TriMet Pedestrian Plan will be developed using data and analytical methods not available at the time of the PNA and through robust engagement with jurisdictions and the public. TriMet Pedestrian Plan will yield an updated hierarchy of pedestrian investments developed with a consistent regional lens.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 10,260
1A	PMT Check-ins, up to 24	
1B	Project Timeline	
1C	Project Timeline Update	
2	Public and Agency Involvement	\$ 27,550
2A	Comments on Community Outreach and Engagement Plan	
2B	Project Website and Online Virtual Open House	
2C	Agency Partner Focus Group Meetings	
3	Policy Framework, Evaluation and Prioritization Criteria	\$ 6,750
3A	Prioritization Criteria Meetings (up to three) and Comments on Preliminary Prioritization Draft Criteria (up to two)	
3B	SAC Meeting #1	
4	Existing Conditions and Data Analysis	\$ 58,750
4A	Route Access Map Set	
4B	Projects Map Set and List	
4C	SAC Meeting #2	
4D	Existing Conditions and Needs Analysis Memorandum	
4E	SAC Meeting #3	
5	Draft Pedestrian Plan	\$ 31,600
5A	Draft TriMet Pedestrian Plan	
5B	SAC Meeting #4	
5C	Outreach Events Round #2	
6	Final TriMet Pedestrian Plan	\$ 4,600
6A	Final TriMet Pedestrian Plan	
	TOTAL Non-Contingency	\$ 139,510
CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ -
	TOTAL Contingency	-
TOTAL Non-Contingency + Contingency		\$ 139,510

1E-18 Washington County Tualatin Valley Trail Refinement Plan

This Project will develop a refinement plan for the Tualatin Valley Trail (“TV Trail”), a regional trail parallel to Tualatin Valley Highway (OR-8) (“TV Highway”) that will connect key regional and town centers in Washington County and the cities of Beaverton, Aloha, and Hillsboro and provide new multimodal connections for underserved communities in the TV Highway corridor. The TV Trail is a key part of the larger Turf-to-Surf Trail, which will connect the Portland region with the Oregon Coast. Once completed, the TV Trail will provide a low-stress east-west active transportation route, with safe and accessible connections to regional centers, transit service on TV Highway, other transit routes in the Project area, and surrounding neighborhoods.

Project will build upon past planning efforts by developing and evaluating alternative alignments for the trail, identifying a preferred alignment, developing a conceptual design and planning-level cost estimates, and recommending strategies for phased implementation. Expected outcomes include a TV Trail Refinement Plan that will be adopted by Washington County (“County”), a list of near-term actions, including recommended amendments to County’s Transportation System Plan (“TSP”) adopted in 2015, and other local or regional plans as needed, and identification of public-private partnerships.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 12,650
1A	Consultant Team Assignment Plan	
1B	Refined Project Schedule	
1C	PMT Meetings (12)	
2	Public Involvement	\$ 35,050
2A	Public Involvement Plan	
2B	Project Factsheet and 3 updates	
2C	Spanish Language Community Event	
2D	Small-scale Community Events (2)	
2E	Community Open House	
2F	Online Open House (2)	
2G	Stakeholder Outreach In-Person Meetings (up to 3)	
2H	Stakeholder Outreach Phone Calls (up to 2)	
3	Existing Conditions	\$ 26,750
3A	Study Area Tour	
3B	Memorandum: Existing Conditions Review Comments	
3C	Rail Relocation Meeting	
3D	Memorandum: Project Need, Goals, and Objectives, and Evaluation Criteria	
3E	TAC Meeting #1	
3F	SAC Meeting #1	
4	Trail Alignment Alternatives Evaluation	\$ 26,700
4A	Memorandum: Trail Alignment Alternatives	
4B	Memorandum: Evaluation of Alignment Alternatives	
4C	Joint TAC and SAC Tour of 3 Alternative Corridors	
4D	TAC Meeting #2	
4E	SAC Meeting #2	
5	Preferred Alignment and Conceptual Trail Design	\$ 30,850
5A	Memorandum: Traffic Analysis	

5B	Memorandum: Preferred Alignment and Conceptual Trail Design	
5C	TAC Meeting #3	
5D	SAC Meeting #3	
6	Draft and Final TV Trail Refinement Plan	\$ 19,600
6A	Draft TV Trail Refinement Plan	
6B	TAC Meeting #4	
6C	SAC Meeting #4	
6D	Planning Commission Meeting Materials	
6E	Board of County Commissioners Meeting Materials	
6F	Final TV Trail Refinement Plan	
6G	Public Involvement Synthesis Report	
	TOTAL Non-Contingency	\$ 151,600

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency		\$ 151,600
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2B-18 Independence TSP Update

The project will update the City of Independence (“City”) Transportation System Plan (“TSP”), adopted in 2007. Updated TSP must identify an integrated network of multi-modal transportation facilities and services needed to support City’s planned land uses. The project must address transportation planning needs within City and the Urban Growth Boundary (“UGB”).

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 15,600
1A	Kick-off Meeting	
1B	PMT Teleconferences (8 @ \$___ each)	
1C	Public Involvement and Communications Plan	
1D	Stakeholder Database and Comment Log	
1E	Project Website	
1F	Overview Video	
1G	Project Fact Sheet	
1H	Refined Project Schedule	
2	Plans and Policy Review	\$ 13,100
2A	Draft Tech Memo #1: Plans and Policy Framework	
2B	Analysis Methodology and Assumptions Memorandum	
2C	Draft Tech Memo #2: Goals, Objectives, and Evaluation Criteria	
2D	Final Tech Memo #1	
2E	Revised Tech Memo #2	
3	Transportation System Inventory and Existing Conditions	\$ 53,200
3A	Draft Tech Memo #3: Existing Conditions Inventory and Analysis	
3B	TAC Meeting #1	
3C	CAC Meeting #1	
3D	Task 3 Publicity	
3E	Comments on Community and Small Group Briefing #1 PowerPoint	
3F	Open House and Workshop #1	
3G	Online Open House #1	
3H	Final Tech Memos #2 and #3	
4	Future Conditions and Alternatives Development and Analysis	\$ 36,300
4A	Draft Tech Memo #4: Future Systems Conditions	
4B	Draft Tech Memo #5: Alternatives Analysis and Funding Program	
4C	TAC Meeting #2	
4D	CAC Meeting #2	
4E	Task 4 Publicity	
4F	Comments on Community and Small Group Briefing #2 PowerPoint	
4G	Open House and Workshop #2	
4H	Online Open House #2	
4I	Final Tech Memos #4 and #5	
5	Identification of Preferred and Cost-Constrained Alternatives	\$ 21,600
5A	Draft Tech Memo #6: Preferred Alternatives	

5B	TAC Meeting #3	
5C	CAC Meeting #3	
5D	Task 5 Publicity	
5E	Comments on Community and Small Group Briefing #3 PowerPoint	
5F	Open House and Workshop #3 materials and summary	
5G	Online Open House #3	
5H	Joint Planning Commission and City Council Work Session #1	
5I	Final Tech Memo #6	
6	Draft Updated TSP, Implementing Ordinances and Findings	\$ 26,900
6A	Draft Updated TSP	
6B	Draft Implementing Ordinances	
6C	Advertising and Media	
6D	Stakeholder Emails	
6E	Joint TAC and CAC Meeting #4 agenda, facilitation, and summary	
6F	Adoption Draft Updated TSP, Adoption Draft Implementing Ordinances, and Final Findings	
7	Adoption	\$ 7,600
7A	Joint Planning Commission and City Council Work Session #2	
7B	Planning Commission Hearing	
7C	City Council Hearing	
7D	Final Updated TSP and Final Implementing Ordinances	
7E	Public and Stakeholder Involvement and Communication Summary Report	
	TOTAL Non-Contingency	\$ 174,300
CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency		\$ 174,300
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2C-18 Monroe Riverside District Master Plan

The City of Monroe Riverside District Master Plan project (“Project”) must establish a plan for improvement of the Riverside District in the City of Monroe (“City”). Project must identify policies, plan designations, development regulations, and public improvement projects needed to improve conditions for businesses, residents, visitors, and the environment in the Riverside District.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Reconnaissance and Kickoff	\$ 29,700
1.A	Background Information	
1.B	Draft Memorandum #1: Background Information Summary	
1.C	Project Schedule	
1.D	Project Kickoff Meeting	
1.E	Project Advisory Committee (PAC) Roster and Interested Parties List	
1.F	Project Website	
1.G	Draft Memorandum #2: Project Goals and Objectives	
1.H	Draft Memorandum #3: Existing and Future Conditions	
2	Public Engagement Round #1	\$ 17,100
2.A	Presentation Materials for Public Event #1	
2.B	PAC Meeting #1	
2.C	Public Event #1	
2.D	Revised Memorandum #1	
2.E	Revised Memorandum #2	
2.F	Revised Memorandum #3	
3	Alternatives Analysis	\$ 26,000
3.A	Draft Memorandum #4: Regulatory Alternatives	
3.B	Draft Memorandum #5: Public Improvement Plan	
3.C	Draft Memorandum #6: Potential Funding Strategies	
4	Public Engagement Round #2	\$ 19,900
4.A	Presentation Material for Public Event #2	
4.B	PAC Meeting #2	
4.C	Public Event #2	
4.D	Revised Memorandum #4	
4.E	Revised Memorandum #5	
4.F	Revised Memorandum #6	
5	Implementation Measures	\$ 24,300
5.A	Draft Memorandum #7: Comprehensive Plan and Development Code Amendments	
5.B	Draft Memorandum #8: Transportation Impact Analysis	
5.C	PAC Meeting #3	
5.D	Revised Memorandum #7	
5.E	Revised Memorandum #8	
6	Plan Adoption	\$ 38,000
6.A	Draft Monroe Riverside District Plan	
6.B	PAC Meeting #4	

6.C	Planning Commission and City Council Joint Work Session	
6.D	Planning Commission Draft Monroe Riverside District Plan	
6.E	Presentation Materials for Planning Commission and City Council Hearings	
6.F	Planning Commission Public Hearing	
6.G	Adoption Draft Monroe Riverside District Plan	
6.H	City Council Public Hearing	
6.I	Final Monroe Riverside District Plan	
6.J	Title VI Report	
TOTAL Non-Contingency		\$ 155,000

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	
TOTAL Contingency		

TOTAL Non-Contingency + Contingency		\$ 155,000
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2D-18 Yamhill County Yamhelas Westsider Trail Master Plan

The Yamhelas Westsider Trail (“YWT”) Master Plan project (“Project”) will produce a comprehensive, multiphase, actionable plan that complies with all applicable standards. The YWT Master Plan will provide a detailed blueprint to guide Yamhill County (“County”), community stakeholders, and participating state and federal agencies. This includes providing clear direction in the design, development, and implementation of a multi-modal transportation and recreation trail. YWT Master Plan must include mitigation strategies as identified in the 2018 Farm Impact Findings, safety and security measurements, trail maintenance, methods to avoid/minimize environmental impact, and other means for protecting and enhancing the biological, cultural, and historic resources of the corridor. YWT Master Plan will be presented for adoption by the Yamhill County Board of Commissioners. Project will recommend draft implementing amendments to comprehensive plans, Transportation System Plans (“TSP”), and development ordinances of the County and the cities of Yamhill and Carlton (“Incorporated Cities”).

YWT Master Plan will guide development of a transportation facility that will ultimately:

1. Provide safe and convenient transportation choices between communities for visitors and commuters
2. Provide opportunities for citizens to recreate and observe nature
3. Provide a safe off-road bicycle route to Yamhill-Carlton schools
4. Enhance access to commercial retail areas, community facilities, and workplaces
5. Promote environmental stewardship

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	PROJECT ADMINISTRATION & INITIATION	\$ 25,280
1A	PMT Meetings (up to 12 @ \$290 each)	
1B	Public Involvement Plan	
1C	Stakeholder Database and Comment Log	
1D	Project Website	
1E	Project Overview Video	
1F	Project Fact Sheet	
1G	Kick-Off Meeting	
1H	Site Visit Tour and Site Visit Memorandum	
2	PROJECT GOALS AND OBJECTIVES	\$ 21,200
2A	Draft TM #1: Goals, Objectives, and Overview	
2B	Draft TM #2: Evaluation Criteria	
2C	Adjacent Landowner Engagement	
2D	PAC Meeting #1	
2E	Open House #1	
2F	Board of Commissioners Meeting #1	
2G	Revised Draft TMs #1 and #2	
3	EXISTING CONDITIONS	\$ 18,100
3A	Draft TM #3: Existing Conditions	
3B	Revised Draft TM #3	
4	CONCEPTUAL TRAIL OPTIONS	\$ 16,400
4A	Draft TM #4: Conceptual YWT Options	
4B	PAC Meeting #2	
4C	Open House #2	
4D	Board of Commissioners Meeting #2	

4E	Revised Draft TM #4	
5	PREFERRED TRAIL OPTIONS	\$ 19,700
5A	Draft TM #5: Preferred YWT Concept	
5B	Technical Review of Draft TM #5 Meeting	
5C	PAC Meeting #3	
5D	Open House #3	
5E	Revised Draft TM #5	
6	YWT MASTER PLAN	\$ 15,900
6A	Draft YWT Master Plan	
6B	Revised Draft YWT Master Plan	
7	YAMHILL COUNTY BOARD OF COMMISSIONERS ADOPTION BY BOARD ORDER	\$ 5,700
7A	Joint Planning Commission and County Board Work Session	
7B	Planning Commission Hearing	
7C	County Board Hearing	
7D	Final YWT Master Plan	
7E	Public and Stakeholder Involvement and Communications Summary Report	
	TOTAL Non-Contingency	122,280
CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	
	TOTAL Contingency	

TOTAL Non-Contingency + Contingency	\$ 122,280
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3A-18 Ashland Downtown Revitalization Plan

City of Ashland’s (“City”) Downtown Revitalization Plan (“Project”) will identify a series of fundable improvements to improve the sense of community and place while creating an affordable, safe, and functional multi-use transportation network in the downtown core. The Project will build on past planning efforts and perform new analysis to identify a clear vision for the downtown that can be implemented with anticipated funding streams. The Project will result in an amendment to City’s Transportation System Plan (“TSP”).

Downtown Ashland is primarily commercial with a modest amount of second/third story residential that serves both the local community and tourists. The adjacent areas are mainly residential with mixed commercial spaces throughout the Rail Road District. The primary transportation system through the downtown core is a district level highway under the jurisdiction of the State of Oregon. The downtown is auto-dominated, with many opportunities for safety improvement to the pedestrian, bicycle, and transit networks. Shifting the transportation network from auto dominance to multi-modal will enable the downtown to become more livable and vibrant.

Throughout this project, the use of Crime Prevention Through Environmental Design principles will be utilized when appropriate to minimize inappropriate and negative behavior.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Administration and Initiation	\$ 12,400
1A	PMT Meetings (up to 12)	
1B	Kick Off Meeting	
2	Project Goals, Policy Review	\$ 7,350
2A	Draft TM #1: Goals, Policy Review, Funding Forecast	
2B	Revised TM #1	
3	Current and Future Conditions	\$ 20,550
3A	Draft TM #2 Public: Current and Future Transportation Conditions	
3B	TAC Meeting #1	
3C	CAC Meeting #1	
3D	Revised TM #2 Public	
3E	Open House #1	
4	Draft Needs Assessment and Prioritization	\$ 27,400
4A	Needs Assessment Meeting	
4B	Draft TM #3 Public: Draft Transportation Improvements	
4C	TAC Meeting #2	
4D	CAC Meeting #2	
4E	Revised TM #3 Public	
4F	Open House #2	
5	Revised Transportation Improvements	\$ 34,050
5A	Transportation Improvements Prioritization Meeting	
5B	Draft TM #4 Public: Revised Transportation Improvements	
5C	TAC Meeting #3	
5D	CAC Meeting #3	
5E	Revised TM #4 Public	
5F	Open House #3	
5G	City Council Workshop	

5H	Draft TM #5: Preferred Transportation Improvements	
5I	Revised TM #5	
6	Draft and Final Plan	\$ 17,200
6A	Draft Downtown Revitalization Plan	
6B	Final Downtown Revitalization Plan	
6C	Adoption Hearings (up to 2)	
	TOTAL Non-Contingency	\$ 118,950

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	
	TOTAL Contingency	

TOTAL Non-Contingency + Contingency		\$ 118,950
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3B-18 Coos County Transit Master Plan

The purpose of the Coos County Transit Master Plan is to provide strategic guidance (“Services”) to Coos County (“County”) for the provision of a sustainable and innovative transit system in a county that serves urban and rural uses over a 20-year planning period. The Project will examine how existing urban and outlying rural services can be improved and better coordinated to meet the needs of the region. The Transit Master Plan (“TMP”) will serve as the basis for the transit element of transportation system plans (“TSP”) adopted by local jurisdictions within the Study Area.

Section 122 of Keep Oregon Moving (Oregon House Bill 2017) established a new dedicated source of funding for expanding public transportation service in Oregon. This new funding source is called the Statewide Transportation Improvement Fund. These funds may be used for public transportation purposes that support the effective planning, deployment, operation, and administration of public transportation programs. Five percent of these funds will be awarded to eligible public transportation providers based on a competitive grant process.

A critical step in securing Statewide Transportation Improvement Funds is to have a plan that clearly defines the community's transit needs and identifies future services that meet provider and community goals. Coos County wishes to complete a Transit Master Plan that will satisfy these requirements and make the community eligible for discretionary Statewide Transportation Improvement Funds in the future.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Initiation and Stakeholder Involvement	\$ 4,500
1.2	PMT Roster and AC Roster	
1.3	PMT Meeting #1 and Refined Project Schedule	
1.4	AC Meeting #1	
1.5	Study Area Tour	
1.6	Outreach and Coordination Calls (up to 8 @ 575 per call)	
1.7	Project Website	
1.8	Onboard Survey #1	
1.9	Focus Groups	
1.1	Board Work Session #1	
1.11	Outreach Events	
1.12	Virtual Outreach Effort #1	
1.13	Operator Survey	
2	Existing Conditions	\$ 38,500
2.1	Draft Memo #1: Existing System Conditions	
2.2	Draft Memo #2: Transit Goals, Policies, and Practices	
2.3	Draft Memo #3: Transit Benchmarks and Monitoring Program	
2.4	PMT Meeting #2	
2.5	AC Meeting #2	
2.6	Updated Memo #1	
2.7	Updated Memo #2	
2.8	Updated Memo #3	
2.9	Project Website Update	
3	Transit Needs and Opportunities	\$ 47,100
3.1	Draft Memo #4: Unmet Transportation Needs	
3.2	Draft Memo #5: Future Service Opportunities	

3.3	Onboard Survey #2	
3.4	Virtual Outreach Effort #2	
3.5	PMT Meeting #3	
3.6	AC Meeting #3	
3.7	Updated Memo #4	
3.8	Updated Memo #5	
3.9	Project Website Update	
4	Evaluation and Prioritization	\$ 15,100
4.1	Draft Memo #6: Financial Assessment	
4.2	PMT Meeting #4	
4.3	AC Meeting #4	
4.4	Updated Memo #6	
4.5	Project Website Update	
5	Draft Transit Master Plan	\$ 27,800
5.1	Draft TMP Outline	
5.2	PMT Meeting #5	
5.3	Draft TMP	
5.4	PMT Meeting #6	
5.5	AC Meeting #5	
5.6	Open Houses #1-4	
5.7	Board Work Session #2	
5.8	Adoption Draft TMP	
5.9	Project Website Update	
6	Adoption	\$ 1,500
8A	Final TMP	
	TOTAL Non-Contingency	\$ 175,000
CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ -
	TOTAL Contingency	

TOTAL Non-Contingency + Contingency	\$ 175,000
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4A-18 Klamath County TSP Update

The Klamath County Transportation System Plan Update (“Project”) will update Klamath County’s (“County”) existing Transportation System Plan (“TSP”), last updated in 2010. The proposed update will include the areas of Klamath County outside the Urban Growth Boundary (UGB) of the City of Klamath Falls. A discrete task, task 8.2 of the scope, will include amendments to the Klamath Falls Urban Area TSP (2012) to incorporate previously completed plans and studies on County roads located outside city limits but within the UGB. The County has experienced continued population growth and economic development, resulting in additional demands on transportation infrastructure from a variety of users – freight, residential and commercial development, agricultural and industrial, tourists and people walking and cycling. County’s transportation system includes several key freight routes and serves many commuters travelling to and from neighboring communities.

Project will provide an assessment of the community’s transportation system priorities for the 20 year planning period. A key purpose of the assessment is to revisit transportation system priorities in an era of declining federal, state, and local transportation funding. Updated TSP will address all modes of transportation and incorporate intelligent transportation systems (“ITS”) to enhance traffic safety and efficient movement of freight and system users. Through amendments to County’s Comprehensive Plan and Land Development Code, Updated TSP will also ensure consistency with federal and state transportation planning requirements and design standards including but not limited to Statewide Planning Goal 12 (Transportation), Oregon Administrative Rule (“OAR”) 660-12, also known as the Transportation Planning Rule (“TPR”) and the Oregon Highway Plan.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 9,600
1A	Kick-off Meeting Conference Call	
1B	Teleconferences (up to 6)	
1C	Project Website	
1D	Refined Project Schedule	
2	Public Involvement and Outreach	\$ 40,900
2A	Joint TAC and PAC Meetings (up to four)	
2B	Meeting Mailers (2)	
2C	Mapping Applications, as needed, for public presentations and VOH (2)	
2D	Public Project Presentations (2)	
2E	VOH (2)	
3	Plans and Policy Review	\$ 9,300
3A	Draft Tech Memo #1: Plans, Policy, and Funding Review	
3B	Draft Tech Memo #2: Goals, Objectives, and Evaluation Criteria	
3C	Final Tech Memo #1	
3D	Final Tech Memo #2	
4	Transportation System Inventory and Existing Conditions	\$ 52,900
4A	Methodology Memorandum	
4B	Draft Tech Memo #3: Existing and Future Conditions Inventory and Analysis	
4C	Final Tech Memo #3	
5	Development and Analysis of Solutions	\$ 30,700
5A	Draft Tech Memo #4: Solutions Analysis and Funding Program	
5B	Final Tech Memo #4	
6	Identification of Preferred and Cost-Constrained Alternatives	\$ 13,400
6A	Draft Tech Memo #5: Preferred Plan	

6B	Final Tech Memo #5	
7	Draft Updated TSP, Implementing Ordinances and Findings	\$ 33,200
7A	Draft Updated TSP	
7B	Revised Klamath Falls Urban Area TSP	
7C	Draft Implementing Ordinances	
7D	Draft Findings	
7E	Adoption Draft Updated TSP	
7F	Adoption Draft Implementing Ordinances	
7G	Final Findings	
8	Adoption	\$ 19,900
8A	Joint Work Session with Planning Commission and Klamath County Board of Commissioners	
8B	Planning Commission Hearings (up to 2)	
8C	Klamath County Board of Commissioners Hearing	
8D	Final Updated TSP and Final Implementing Ordinances	
	TOTAL Non-Contingency	209,900
CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	
	TOTAL Contingency	

TOTAL Non-Contingency + Contingency	\$ 209,900
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5A-18 Ontario Active Transportation Update and East Idaho Avenue Refinement Area Plan

The Active Transportation Update and East Idaho Avenue Refinement Area Plan (“Project”) is to ensure the City of Ontario (“City”) has adequate planned transportation facilities to support planned land uses over the next 20 years. Project will update City’s Transportation System Plan (“TSP”), adopted in 2006, and amended in 2009 with incorporation of Downtown Revitalization Plan. Project will develop a standalone plan with:

- An Active Transportation element to meet current City goals and to address changed conditions and which will incorporate City’s 2018 Parks and Recreation Master Plan recommendations. The enhanced streetscape will provide safe and convenient walking, biking and public transportation opportunities that support a healthy lifestyle and more vibrant community.
- A refinement plan to be incorporated into the 2006 TSP for improved active transportation connectivity citywide and refinements to the East Idaho Avenue Corridor (US Highway 30) to develop future streetscape improvements.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Reconnaissance	\$ 2,250
1.1	PMT Meeting #1: Initiation (Teleconference)	
2	Context and Site Analysis	\$ 46,700
2.1	Existing Transportation System Inventory and TSP Existing Inventory Maps	
2.2	Transportation Technical Standards Coordination	
2.3	TM #2: Baseline Transportation Assessment	
2.4	Active Transportation and Transit Toolbox	
2.5	Draft TM #3: East Idaho Avenue Refinement Area Land Use Assessment	
2.6	TM #4: East Idaho Avenue Refinement Area Natural and Cultural Assessment	
3	Outreach	\$ 33,450
3.1	Draft TM #5: Vision Statement and Guiding Principles	
3.2	PMT Meeting #2: Project Tour	
3.3	TAC Meeting #1	
3.4	Youth Workshop #1	
3.5	Stakeholder Meeting #1: East Idaho Avenue Refinement Area	
3.7	Community Workshop and Media Notice	
3.8	Online Community Workshop Graphics and Materials	
3.9	Final TM #3 and #5	
3.10	PMT Meeting #3 (Teleconference)	
4	Design Concepts	\$ 53,150
4.1	TM #6: Draft Design Concepts	
4.2	TM #7: Healthy Community Impact Analysis	
4.4	TAC Meeting #2	
4.5	Community Open House #1	
4.6	Online Community Open House #1 Graphics and Materials	
4.7	PMT Meeting #4	
5	Concept Refinement	\$ 56,550
5.1	TM #8: Revised Design Concept	
5.2	TM #9: Transportation Solutions Analysis	
5.3	Draft Transportation Solutions Map	

5.4	Freight Stakeholder Packet	
5.5	TAC Meeting #3	
5.6	Community Open House #2, Flier and Media Notice	
5.8	PMT Meeting #5	
6	Draft Plan and Code Update	\$ 32,350
6.1	TM #10: Draft Implementation and Financing Plan	
6.2	PMT Meeting #6 (Teleconference)	
6.3	TM #11: Revised Policy Framework and Code Amendments	
6.4	Draft Active Transportation Update and East Idaho Avenue Refinement Area Plan	
6.5	TAC Meeting #4	
6.6	Joint Planning Commission and City Council Work Session	
7	Adoption and Hearings	\$ 13,800
7.1	Legislative Findings and Ordinance Recommendation	
7.3	Planning Commission and City Council Hearings	
7.4	Final Active Transportation Update and East Idaho Avenue Refinement Area Plan	
7.5	Final Comprehensive Plan Policy and Code Amendments	
	TOTAL Non-Contingency	238,250

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	
	TOTAL Contingency	

TOTAL Non-Contingency + Contingency	\$ 238,250
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