

AWARD CRITERION 3 INSTRUCTIONS

3) Proposed Project Approach is Reasonable

20 Points

The application demonstrates a clear approach to achieving the expected outcome and includes consideration for adoption. Where substantial coordination with other local, regional, and state planning efforts will need to occur, the mechanisms and responsibilities for the coordination are clear.

Instructions: For each project task, describe the major deliverables, decisions to be made, and expected timeline. TGM projects' typically include the following tasks:

- Review the existing policy context and develop the project's policy direction such as goals and objectives, evaluation criteria, and performance measures.
- Develop analysis of any existing and future needs and conditions that will affect the transportation system and land uses in the future.
- Develop plans for the location, design, and operation of any transportation facilities and services and/or land uses and supportive public improvements to meet policy direction, identified needs, and funding.
- Develop the plan and policy framework and associated regulations, standards, and procedures that affect the provision of transportation services and facilities and/or land use and supportive public improvements.
- Develop adoption materials and conduct local adoption hearings.

TGM projects must include public involvement throughout the project.

Consider/address the following questions when preparing the approach:

- How will the work described support the development of the final deliverable and the adoption decision?
- What data and analyses will be needed, who will provide it, and are there any analyses that must be completed by the applicant or another entity before the project can begin?
- What are the desired key elements of a public involvement process?
- How will the applicant coordinate with other local, regional, and state initiatives?
- If TGM funds are requested for a portion of a larger planning effort, identify how the discrete tasks that TGM will fund will be completed within the TGM timetable. How will the governing body accept the project final deliverable(s) and how will the project's findings and recommendations fit into the larger planning effort?
- Which government entities (e.g., city, county, state agency, transit district, etc.) will need to take action to adopt the final product?

If using a consultant, clearly identify which tasks or deliverables will be done by the applicant and which by the consultant.

Project approaches will score higher if they clearly address project need, are achievable given project scope and objectives, and have sufficient detail to establish needed project work and budget.

Advice

The approach must reflect the specific needs of the project to score highly. A detailed approach will generally score better. The approach can reference a guidance document that details the technical work, such as the TSP Guidelines, and focus on local considerations. Rarely, the approach will be general because the methods are unknown; in that case the approach should be clear about the objectives and desired outcomes for each task.

Where local reimbursement is requested, identify deliverables developed by the applicant for each task.

TGM-19 applications that scored particularly highly in this criterion include:

- [1A-19 Oregon City](#)
- [2A-19 Albany](#)
- [2D-19 Clatsop County](#)
- [3A-19 Coos Bay](#)
- [4B-19 Wasco County](#)

Another resource is [Developing a Project Approach and Budget](#), which contains tasks and costs from recent projects.

Developing a Project Approach and Budget

Approach

Given the number of grant projects TGM has funded over the years, it is likely that an earlier TGM project addressed a similar problem and similar approach considerations. The worksheets list the project purpose, tasks, consultant deliverables, and costs for recent projects. Please contact the TGM Central office (see below) for approaches for [older projects](#) or for more information on projects where the work is done solely or in large part by the local government.

Budget

The 2020 TGM Grant Application Form asks applicants to estimate costs for reimbursement of the applicant and a consultant (either or both) based on their proposed approach. For the majority of TGM projects, a consultant prepares most project deliverables. 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 following table summarizes the costs for the most common types of TGM projects in the TGM-16, TGM-17, and TGM-18 cycles.

Consultant Costs for Common TGM Projects

	High	Low	Average
TSP and TSP Updates	\$300,000	\$110,000	\$180,000
TSP Refinement including TSP Elements and Transit Development Plans	\$445,000	\$115,000	\$185,000
Integrated Land Use & Transportation Plans	\$210,000	\$100,000	\$180,000

For more detailed information, the subsequent worksheets include consultant costs by task for recent TGM projects.

Contact

For assistance in developing your approach or cost estimate, please contact [Elizabeth Ledet](#) in our TGM Central office. Her phone number is 503-986-3205.

File Code	Jurisdiction	Project Title
TGM-18		
1A-18	City of King City	Transportation System Plan and Land Use Refinement
1C-18	Clackamas County	Transit Development Plan
1D-18	TriMet	Pedestrian Plan
1E-18	Washington County	Tualatin Valley Trail Refinement Plan
2B-18	City of Independence	TSP Update
2C-18	City of Monroe	Riverside District 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
TGM-17		
1A-17	City of Gresham	Clackamas to Columbia (C2C) Corridor Plan
1B-17	City of Portland	Columbia/Lombard Mobility Corridor Plan
1C-17	City of Sandy	Updated Transit Master Plan
1D-17	South Clackamas Transit District	Transit Development and Master Plan Update
1E-17	Washington County	Strategic Solutions for First Mile/Last Mile Transit Connections Plan
2A-17	City of McMinnville	Three Mile Lane Overlay/Area Plan Update
2B-17	City of Oakridge	TSP Update
2C-17	City of Waldport	TSP Update
3A-17	City of Medford	Liberty Park Neighborhood Plan
3B-17	City of Sutherlin	TSP Update
4A-17	Central Oregon Intergovernmental Council	Cascades East Transit Development Plan
5A-17	City of John Day	Innovation Gateway Area Plan

File Code	Jurisdiction	Project Title
TGM-16		
<u>1A-16</u>	City of Estacada	Active Transportation Plan
<u>1B-16</u>	City of Molalla	TSP Update
<u>1C-16</u>	City of North Plains	TSP Update
<u>1D-16</u>	City of Portland	Pedestrian Master Plan Update
<u>1F-16</u>	Washington County	TV Highway Corridor Transit Concept and Access Plan
<u>2A-16</u>	City of Astoria	Uniontown Reborn Master Plan
<u>2B-16</u>	City of Keizer	Revitalization Plan
<u>2C-16</u>	City of Newberg	Riverfront Master Plan Update
<u>2D-16</u>	City of St. Helens	Riverfront Connector Plan
<u>2E-16</u>	City of Woodburn	TSP Update
<u>3A-16</u>	City of Reedsport	Dean to Dunes Trail Plan
<u>3B-16</u>	RVTD	2040 Transit Master Plan
<u>4A-16</u>	Klamath Tribes and City of Chiloquin	Chiloquin Community Pedestrian and Bicycle Plan
<u>5A-16</u>	City of Heppner	TSP Update

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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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 (Subtask 2.3)	
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 (Subtask 1.9)	
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

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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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

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: Unmnet 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 @ \$850 each)	
1C	Project Website	
1D	Refined Project Schedule	
2	Public Involvement and Outreach	\$ 40,900
2A	Joint TAC and PAC Meetings (up to four @ \$6,500 each)	
2B	Meeting Mailers (2 @ \$550 each)	
2C	Mapping Applications, as needed, for public presentations and VOH (2 @ \$1,150 each)	
2D	Public Project Presentations (2 @ \$4,500 each)	
2E	VOH (2 @ \$1,300 each)	
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 @ \$2,950 each)	
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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1A-17 Gresham Clackamas to Columbia Corridor Plan

Agency is contracting with Consultant to provide Services in connection with the Clackamas to Columbia (“C2C”) Corridor Plan (the “Project”). The C2C Corridor Plan will develop a coordinated multi-jurisdictional, multimodal transportation corridor plan for a north/south transportation corridor in the eastern section of the Portland metropolitan area. Project, in conjunction with in-process planning projects initiated by the Project Partners (Pleasant Valley TSP Refinement Project, Happy Valley Pleasant Valley/North Carver Comprehensive Plan, and the Clackamas County TSP Update), will improve a key connection between growing residential areas east of I-205 in the cities of Gresham, Portland and Happy Valley and unincorporated Clackamas County; commercial districts and industrial job centers of the Sunrise Corridor in Clackamas County; and the Columbia Corridor in the City of Portland, City of Gresham, and Multnomah County. With the disincorporation of Damascus and anticipated expansion of the City of Happy Valley into areas currently in the Metro Urban Growth Boundary, an integrated planning approach is urgently needed to bring a comprehensive strategy to north/south travel in the corridor.

Project will recommend a mobility corridor strategy, including but not limited to long-term needs and improvements for auto, bicycle, freight, pedestrian, and transit mobility and connectivity. The Project will expand on already-adopted planning efforts in the corridor to create a multi-jurisdictional implementation strategy that provides a clear path from existing conditions to desired transportation improvements. This work will inform an update to the Regional Transportation Plan, shifting what is currently mobility corridor #24 further west to connect communities that are expanding in the near-term. Project also includes recommended amendments to the Transportation System Plans (“TSP”) and other applicable plans of each of the partner jurisdictions.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 17,720
1.1	Project Partner Coordination Calls (up to 6)	
1.2	PMT Kick-off Meeting	
1.3	PMT Coordination Calls (up to 6)	
2	Stakeholder and Public Engagement Initiation	\$ 13,000
2.1	Public Engagement Outline (Draft and Revised)	
2.2	Project Website and Website Content (bi-monthly)	
3	Project Background and In-Process Planning Project Coordination	\$ 30,800
3.1	Planning Summaries Comments	
3.2	Project Purpose and Objectives Memorandum (Draft and Final)	
3.3a	Storyboard Meeting and Participation	
3.3b	Storyboard Memorandum (Draft and Final)	
3.3c	Storyboard PowerPoint Presentation with Project Background	
3.4	Evaluation and Prioritization Measures and Methodology Memorandum (Draft and Final)	
4	Project Management	\$ 13,320
4.1	Project Partner Coordination Calls (up to 6)	
4.2	PMT Coordination Calls (up to 6)	
5	Stakeholder and Public Engagement	\$ 3,600
5.1	Public Engagement Plan (Draft and Final)	
6	Project List Development	\$ 46,240
6.1	Planning Context Memorandum Review and Comment	
6.2	Draft Project List Memorandum	
6.3	Committee Meetings [3 meetings]	
6.4	Public Engagement Plan Phase 1	
6.5	Final Project List Memorandum	
7	Investment Package Development, Evaluation and Prioritization	\$ 51,550

7.1	Investment Packages and Project Evaluation Memorandum (Draft and Final)	
7.2	Public Engagement Plan Phase 2	
7.3	Committee Meetings [3 meetings]	
7.4	Preferred Investment Package Memorandum	
8	C2C Corridor Plan	\$ 53,790
8.1	Implementation Strategies	
8.2	Policy and Plan Amendment Recommendations Review and Comment	
8.3	Draft C2C Corridor Plan	
8.4	Committee Meetings [3 Meetings @ \$ 2,830 per meeting]	
8.5	Public Engagement Plan Phase 3	
8.6	Final C2C Corridor Plan	
9	Plan Adoption	\$ -
	TOTAL Non-Contingency	\$ 231,020
CONTINGENCY TASKS/DELIVERABLES		
9	Contingent	\$ -
	TOTAL Contingency	-
TOTAL Non-Contingency + Contingency		\$ 231,020

1B-17 Portland Columbia/Lombard Mobility Corridor Plan

The Columbia/Lombard Mobility Corridor Plan project ("Project") will identify, develop, and prioritize infrastructure improvements and traffic management systems to make multimodal transportation and freight movement safer, more efficient, and more resilient along this Regional Mobility Corridor within the City of Portland ("City").

The Project will develop a plan to improve the street network in a mobility corridor that is a key hub for freight mobility and access to employment for people from around the region. The benefits of this plan include increased safety, efficiency, and low-cost access to jobs. It will develop projects and systems to alleviate congestion, allowing people and goods to reach their destinations more quickly and reducing emissions.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management, Agency and Public Involvement	\$ 85,290
1A	PMT Check-ins (up to 24 @ \$1,500 per call)	
1B	Input on Project Timeline Updates (up to 9 @ \$360 per update)	
1C	Draft Memo #1: Public and Stakeholder Outreach Plan	
1D	Final Memo #1: Public and Stakeholder Outreach Plan	
1E	3 Draft and Final, Fact Sheets	
1F	Public Involvement Activities (4 to 5 @ \$6,580)	
2	Existing Conditions Inventory	\$ 10,650
2A	Data Request Memo	
2B	Comments on Memo #2	
2C	TAC Meeting #1	
2D	SAC Meeting #1	
3	Needs Analysis	\$ 113,200
3A	Draft Memo #3: Safety Analysis	
3B	Final Memo #3: Safety Analysis	
3C	Draft Memo #4: Mobility and Access Needs Analysis	
3D	Final Memo #4: Mobility and Access Needs Analysis	
3E	Draft and Final Memo #4.1: ODOT Traffic and Crossing Analysis	
3F	Draft and Final Memo #5 Project Evaluation Criteria	
3G	Needs Evaluation Workshop	
3H	TAC Meeting #2	
3I	SAC Meeting #2	
4	Railroad Crossing Study	\$ 54,150
4A	Draft and Final Memo #6.1: Railroad Crossings Existing Conditions	
4B	Draft and Final Memo #6.2: At-grade Improvements Concept Designs	
4C	Coordination Meeting #1	
4D	Draft and Final Memo #6.3: Grade Separation Warrant Analysis	
4E	Coordination Meeting #2	
4F	Draft and Final Memo #6: Railroad Crossings Study	

4G	TAC Meeting #3	
4H	SAC Meeting #3	
5	Project Development and Refinement	\$ 72,600
5A	Draft and Final Memo #7: Alternatives Development and Evaluation	
5B	Draft Memo #8: Recommended Concepts, Cross-Sections and Project List	
5C	TAC Meeting #4	
5D	SAC Meeting #4	
6	Investment and Implementation Strategy	\$ 23,400
6A	Draft Memo #9: Investment and Implementation Strategy	
6B	Final Memo #9: Investment and Implementation Strategy	
6C	TAC Meeting #5	
6D	SAC Meeting #5	
7	Recommended Columbia/Lombard Mobility Corridor Plan	\$ 32,950
7A	Draft Recommended Columbia/Lombard Mobility Corridor Plan	
7B	Final Recommended Columbia/Lombard Mobility Corridor Plan	
7C	TAC Meeting #6	
7D	SAC Meeting #6	
	TOTAL Non-Contingency	\$ 392,240

CONTINGENCY TASKS/DELIVERABLES		
g	Contingent	\$ 52,620
C1	Draft and Final Additional ODOT Crossing Studies	
C2	Memo #5.4: Railroad Grade Separation Concept Designs	
C3	Operations Analysis Memo	
C4	Additional Plan Layouts	
	TOTAL Contingency	\$ 52,260

TOTAL Non-Contingency + Contingency	\$ 444,860
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1C-17 Sandy Updated Transit Master Plan

The purpose of the Updated Transit Master Plan project ("Project") is to provide strategic guidance to the City of Sandy ("City") for the provision of a sustainable and innovative transit system over a 20-year planning period. Project will examine how existing urban and outlying rural service can be improved, with better integration and coordination to meet the needs expected from future regional growth and connectivity. Updated Transit Master Plan ("TMP") will replace the existing TMP, adopted in 2009, as the transit element of the City's Transportation System Plan ("TSP"), adopted in 2011.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 5,900
1A	Refined Project Schedule	
1B	PMT Conference Calls (up to 5 @ \$750)	
1C	PMT Meeting #1: Project Initiation Meeting	
2	Background Information and Existing Conditions Report	\$ 30,350
2A	Background Information Memorandum	
2B	Operations Survey and Interviews	
2C	Draft Existing Conditions Report	
2D	PMT Meeting #2	
2E	Final Existing Conditions Report	
3	Public and Stakeholder Engagement, First Phase	\$ 41,800
3A	Project Web Page	
3B	Stakeholder Advisory Group member recruitment	
3C	Stakeholder Advisory Group Meeting #1	
3D	In-Person Outreach Event #1	
3E	City Council Briefing #1	
3F	Web Survey #1	
3G	On-Board Survey	
3H	Public Input Summary Memorandum	
4	Policy, Planning and Financial Framework	\$ 6,750
4A	Draft Policy and Framework Memorandum	
4B	City Council Briefing #2	
4C	Final Policy and Framework Memorandum	
4D	Project Web Page Update	
5	Draft Updated Transit Master Plan (TMP)	\$ 34,100
5A	Internal Draft Updated TMP	
5B	PMT Meeting #3	
5C	Public Draft Updated TMP	
5D	Project Web Page Update Material	
6	Public and Stakeholder Engagement, Second Phase	\$ 17,300
6A	Stakeholder Advisory Group Meeting #2 (Subtask 6.1)	
6B	In-Person Outreach Event #2 (Subtask 6.2)	

6C	Web Survey #2 (Subtask 6.3)	
6D	City Council Briefing #3 (Subtask 6.4)	
7	Updated Transit Master Plan	\$ 4,250
7A	Draft Updated TMP (Subtask 7.1)	
7C	Final Updated TMP (Subtask 7.4)	
7E	Project Web Page Update Material (Subtask 7.5)	
	TOTAL Non-Contingency	140,450

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

TOTAL Non-Contingency + Contingency		\$ 140,450
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1D-17 SCTD Transit Development and Master Plan Update

The purpose of the Transit Development and Master Plan (“TDMP”) Update (“Project”) is to provide short, mid, and long-term strategic guidance to South Clackamas Transportation District (“SCTD”) for the provision of transit services, bus stop and facility siting, and coordination with adjacent transit providers over the 20-year planning period. A goal of the Project is to examine how, in accordance with Move On Oregon, House Bill 2017’s Statewide Transportation Improvement Funding (“STIF”) goal, to improve access to low-income populations, and how SCTD can enhance its urban and rural community service through: improved integration with existing urban and outlying services to meet the needs of target populations (low-income, senior, youth, populations with Low English Proficiency), as well as future regional growth and tourism.

The TDMP will provide guidance to the City of Molalla (the “City”) for its efforts to improve transit access for low-income populations, increase transit use and reduce greenhouse gas emissions.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 7,450
1A	Background Information	
1B	PMT Meeting #1	
1C	Memo #1 Public and Stakeholder Involvement Strategy	
1D	Project Webpage	
2	Existing Conditions	\$ 42,550
2A	Draft Memo #2: Existing System	
2B	Questionnaire #1	
2C	Driver Survey	
2D	Stakeholder Small Groups	
2E	SCTD Board of Directors Work Session #1	
2F	Outreach Effort #1	
2G	TAC Meeting #1	
2H	Final Memo #2	
3	Transit Goals, Outcomes, and Policies	\$ 8,350
3A	PMT Meeting #2	
3B	Draft Memo #3: Updated Goals and Policies	
4	Future Transportation Needs and Evaluation Framework	\$ 21,350
4A	Draft Memo #4: Land Use Impact on Future Transportation Needs	
4B	Draft Memo #5: Evaluation Framework	
4C	TAC Meeting #2	
4D	Final Memo #3	
4E	Final Memo #4	
4F	Final Memo #5	
5	Future Service Opportunities and Evaluation	\$ 47,850
5A	Outreach Effort #2	
5B	Draft Memo #6: Future Service Opportunities	
5C	Questionnaire #2	

5D	TAC Meeting #3	
5E	Draft Memo #7: Future Service Opportunities Evaluation and Prioritization and Monitoring Program	
5F	Draft Memo #8: Transit Benchmarks	
5G	TAC Meeting #4	
5H	Final Memo #6	
5I	Final Memo #7	
5J	Final Memo #8	
6	Draft TDMP	\$ 17,600
6A	PMT Meeting #3	
6B	Draft TDMP	
6C	Virtual Open House	
6D	Revised TDMP	
7	Adoption	\$ 7,200
7A	SCTD Board of Directors Work Session #2	
7B	SCTD Board of Directors Adoption Hearing	
7C	Final TDMP	
	TOTAL Non-Contingency	\$ 152,350

CONTINGENCY TASKS/DELIVERABLES		
8	Contingent	\$ 7,600
8.A	In-person Open House	
8.B	Additional Stakeholder Meeting	
	TOTAL Contingency	7,600

TOTAL Non-Contingency + Contingency	\$ 159,950
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1E-17 Washington County Strategic Solutions for First Mile/Last Mile Transit Connections Plan

The purpose of the Washington County Strategic Solutions for First Mile/Last Mile Transit Connections Plan (“Project”) is to explore ways to effectively reduce the real or perceived distance and time it takes people to travel from their origins to transit stops and from transit stops to destinations. By building on previous studies and plans, Project will allow Washington County (“County”) to evaluate integrated first-last mile solutions with a focus on optimizing the social, economic, and environmental benefits of transit investments. Project will result in recommendations for implementing first-last mile projects and programs that are coordinated, flexible, and responsive to the context and character of varying communities and site specific challenges, including 1) infrastructure investments to provide safer, faster, and more comfortable access to transit; and 2) opportunities to support and integrate innovative mobility options.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Initiation and Management	\$ 8,300
1A	PMT Meetings, up to 12 @ \$575	
1B	Refined Project Schedule	
1C	Comments on Public Engagement Plan	
2	Background and Best Practices	\$ 16,800
2A	Comments on Technical Memorandum 1: Background Information, Plan and Policy Review	
2B	Draft Technical Memorandum 2: Best Practices and Toolbox	
2C	TAC Meeting #1	
2D	Final Technical Memorandum 2	
3	First and Last Mile Network and Market Conditions	\$ 38,900
3A	Draft Technical Memorandum 3: First and Last Mile Access Network	
3B	Draft Technical Memorandum 4: First and Last Mile Market Analysis	
3C	TAC Meeting #2	
3D	Final Technical Memorandum 3	
3E	Final Technical Memorandum 4	
4	Identify Evaluation Criteria, and Draft First and Last Mile Projects, Programs, and Strategies	\$ 41,200
4A	Draft Technical Memorandum 5: Evaluation Criteria and Performance Metrics	
4B	Draft Technical Memorandum 6: Major Transit Stop and Access Site Evaluation	
4C	Draft First and Last Mile Projects, Programs, and Strategies	
4D	TAC Meeting #3	
4E	Final Technical Memorandum 5	
4F	Final Technical Memorandum 6	
4G	Final First and Last Mile Projects, Programs, and Strategies	
5	Evaluate First and Last Mile Projects, Programs, and Strategies	\$ 23,500
5A	Draft Technical Memorandum 7: Evaluate First and Last Mile Projects, Programs, and Strategies	
5B	TAC Meeting #4	
5C	Stakeholder Workshops	
5D	Consolidated Comments on Online Survey	

5E	Survey Summary	
5F	Final Technical Memorandum 7	
6	Develop Strategic Solutions for First Mile/Last Mile Transit Connections Plan	\$ 21,100
6A	Draft Strategic Solutions for First Mile/Last Mile Transit Connections Plan	
6B	Executive Summary	
6C	TAC Meeting #5	
6D	Washington County Planning Commission Meeting	
6E	Washington County Board of Commissioners Meeting	
6F	Final Strategic Solutions for First Mile/Last Mile Transit Connections Plan	
6G	Comments on Public Engagement Report	
	TOTAL Non-Contingency	\$ 149,800

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

TOTAL Non-Contingency + Contingency	\$ 149,800
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2A-17 McMinnville Three Mile Lane Overlay/Area Plan Update

This Project is intended to develop an area plan for the Three Mile Lane corridor in the City of McMinnville (“City”), updating the 1981 Three Mile Lane Overlay District and the 1996 Highway 18 Corridor Refinement Plan. The Three Mile Lane Overlay/Area Plan (“3MLAP”) will integrate a wide range of land uses (residential, industrial, commercial, tourism, hospital and airport) and a multi-modal transportation system (vehicular, bicycle, pedestrian and transit) that serves both local and state transportation needs to provide active connectivity amongst the land uses on the Three Mile Lane corridor as well as with the city center. Project will consider how to maximize the opportunities for job creation, housing, and resiliency planning in the corridor by leveraging the land assets to their highest and best use for affordable housing, industrial development, tourism development, hospital expansion, airport expansion and gateway improvements.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Reconnaissance and Kickoff	\$ 34,800
1.1	Public Involvement Strategy Memorandum (review and comment)	
1.2	Interested Parties List (review and comment)	
1.3	CAC Roster (Review and Comment)	
1.4	TAC Roster (Review and Comment)	
1.5	Project Kickoff Meeting	
1.6	Focus Group Interviews	
1.7	Refined Project Schedule	
1.8	Background Information Summary	
1.9	Plan Maps and Visual Catalogue	
1.1	Project Website	
1.11	PMT Meetings (Up to 20 @ \$425 each)	
2	Identify and Analyze Existing Conditions and Forecast Conditions	\$ 57,700
2.1	Memorandum #1: Existing Land Use and Zoning Analysis (Draft, Revised and Final)	
2.2	Methodology Memorandum (Draft and Revised)	
2.3	Memorandum #2: Existing Transportation Operations and Safety Analysis (Draft, Revised and Final)	
2.4	Conditions Booklet (Draft and Revised)	
2.5	Memorandum #3: Economic Analysis (Draft and Revised)	
2.6	Draft Memorandum #4: Evaluation Criteria (Draft and Revised)	
2.7	Initial Outreach Presentation Materials	
2.8	TAC Meeting #1 (Materials, Attendance and Presentation)	
3	Public Outreach #1	\$ 10,900
3.1	Initial Project Outreach and Publicity for Public Event #1 (Review and Comment)	
3.2	CAC Meeting #1	
3.3	Final Memorandum #3	
3.4	Presentation Material for Public Event #1	
3.5	Public Event #1	
4	Tier 1 Screening of Land Use Options and Facility Design	\$ 30,500
4.1	Final Memorandum #4	

4.2	Draft Memorandum #6: Tier 1 Screening of Land Use Options and Facility Design	
4.3	Design Booklet (Draft and Revised)	
4.4	Alternative Land Use Options and Facility Design Presentation Materials	
4.5	TAC Meeting #2	
5	Public Outreach #2	\$ 10,700
5.1	CAC Meeting #2	
5.2	Publicity for Public Event #2 (Review and Comment)	
5.3	Presentation Materials for Public Event #2	
5.4	Public Event #2	
5.5	Final Memorandum #6	
6	Tier 2 Evaluation of Preferred Land Use Option and Facility Design Alternative	\$ 18,800
6.1	Draft Memorandum #8: Preferred Land Use Option and Facility Design Alternative	
6.2	Presentation Material for TAC and CAC Meetings #3	
6.3	TAC Meeting #3	
6.4	CAC Meeting #3	
7	Public Outreach #3	\$ 12,600
7.1	Publicity for Public Event #3 (Review and Comment)	
7.2	Presentation Material for Public Event #3	
7.3	Public Event #3	
7.4	Recommended Design Booklet	
7.5	Final Memorandum #8	
8	Draft 3MLAP and Adoption	\$ 19,600
8.1	Draft 3MLAP	
8.2	TAC Meeting #4	
8.3	Public Presentation: Draft 3MLAP	
8.4	Revised Draft 3MLAP	
8.5	Joint Planning Commission and City Council Work Session	
8.6	Adoption Draft 3MLAP	
8.9	Final 3MLAP	
	TOTAL Non-Contingency	\$ 195,600
CONTINGENCY TASKS/DELIVERABLES		
9	Contingent	\$ 16,700
9.1	Contingent Three Mile Lane Overlay/Area Plan Case Study	
	TOTAL Contingency	16,700
TOTAL Non-Contingency + Contingency		\$ 212,300

2B-17 Oakridge TSP Update

The Oakridge Transportation System Plan Update project (“Project”) will update City of Oakridge (“City”) Transportation System Plan (“TSP”), adopted in 2001. Project will identify policies, facility standards, and improvement projects needed to provide a safe and reliable multimodal transportation system within City.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Reconnaissance and Kickoff	\$ 23,400
1A	Draft Memorandum #1: Background Information Summary	
1B	Project Schedule	
1C	Project Kickoff Meeting	
1D	Project Website	
1E	Draft Memorandum #2: Project Goals and Objectives	
1F	Draft Memorandum #3: Funding for Transportation System Improvements	
1G	PAC Meeting #1	
1H	Project Management Team Meetings (up to 8 @ \$710)	
2	Transportation System Conditions, Deficiencies, and Needs	\$ 35,500
2A	Revised Memorandum #1	
2B	Revised Memorandum #2	
2C	Revised Memorandum #3	
2D	Transportation Analysis Methodology and Assumptions Memorandum	
2E	Draft Memorandum #4: Transportation System Conditions, Deficiencies, and Needs	
2F	PAC Meeting #2	
Task 3	Public Event #1	\$ 10,900
3A	Presentation Materials and Meeting Mailer for Public Event #1	
3B	Public Event #1	
3C	Revised Memorandum #4	
4	Transportation System Improvements	\$ 27,400
4A	Draft Memorandum #5: Proposed Transportation System Improvements	
4B	ODOT Technical Review Meeting	
4C	Revised Draft Memorandum #5	
4D	Draft Memorandum #6: Costs and Potential Funding Strategies for Proposed Improvements	
4E	PAC Meeting #3	
5	Identification of Preferred and Cost-Constrained Alternatives	\$ 8,300
5A	Presentation Material for Public Event #2 and Meeting Mailer	
5B	Public Event #2	
5C	Revised Memorandum #5	
5D	Revised Memorandum #6	
6	Implementation Measures	\$ 12,900
6A	Draft Memorandum #7: Plan and Development Code Amendments	

6B	PAC Meeting #4	
6C	Revised Memorandum #7	
7	Plan Adoption	\$ 31,300
7A	Draft Updated Oakridge TSP	
7B	Planning Commission and City Council Joint Work Session	
7C	Planning Commission Draft Updated Oakridge TSP	
7D	Presentation Materials for Planning Commission and City Council Hearings	
7E	Planning Commission Public Hearing	
7F	Adoption Draft Updated Oakridge TSP	
7G	City Council Public Hearing	
7H	Final Updated Oakridge TSP	
	TOTAL Non-Contingency	149,700

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

TOTAL Non-Contingency + Contingency		\$ 149,700
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2C-17 Waldport TSP Update

The Project will update the Transportation System Plan (“TSP”) for the City of Waldport (“City”), adopted in 1999. The update will involve the Consultant’s identification of an integrated network of multi-modal transportation facilities and services needed to support planned land uses and transportation patterns. The Project will also address transportation planning needs within the City.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 23,100
1A	Kick-Off Meeting	
1B	PMT Teleconferences (up to 8 at \$600 each)	
1C	Public Involvement and Communications Plan	
1D	Public and Stakeholder Involvement Summary Report	
1E	Stakeholder Database and Comment Log	
1F	Project Website and Overview Video	
1G	Project Fact Sheet	
1H	Refined Project Schedule	
2	Plans and Policy Review	\$ 16,300
2A	Draft Tech Memo #1: Plans and Policy	
2B	Analysis Methodology and Assumptions Memorandum	
2C	Draft Tech Memo #2: Goals, Objectives, and Evaluation Criteria	
2D	Revised Tech Memo #1	
3	Transportation System Inventory and Existing Conditions	\$ 35,200
3A	Draft Tech Memo #3: Existing Conditions Inventory and Analysis	
3B	PAC Meeting #1	
3C	Project Website Update and Online Open House #1	
3D	Advertising and Media #1	
3E	Revised Tech Memos #2 and #3	
4	Future Conditions and Alternatives Development and Analysis	\$ 35,300
4A	Draft Tech Memo #4: Future Systems Conditions	
4B	Draft Tech Memo #5: Alternatives Analysis and Funding Program	
4C	PAC Meeting #2	
4D	Project Website Update and Online Open House #2	
4E	Advertising and Media #2	
4F	Revised Tech Memos #4 and #5	
5	Identification of Preferred and Cost-Constrained Alternatives	\$ 20,800
5A	Draft Tech Memo #6: Preferred Alternatives	
5B	PAC Meeting #3	
5C	Project Website Updates and Online Open House #3	
5D	Advertising and Media #3	

5E	Joint Planning Commission and City Council Work Session #1	
5F	Revised Tech Memo #6	
6	Draft and Revised Updated TSP and Implementing Ordinances	\$ 25,400
6A	Draft Updated TSP	
6B	Draft Implementing Ordinances	
6C	Project Website Updates	
6D	PAC Meeting #4	
6E	Revised Updated TSP and Implementing Ordinances	
7	Adoption	\$ 8,900
7A	Joint Planning Commission and City Council Work Session #2	
7B	Planning Commission Hearing	
7C	City Council Hearing	
7D	Final Updated TSP and Implementing Ordinances	
TOTAL Non-Contingency		165,000

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

TOTAL Non-Contingency + Contingency		\$ 165,000
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3A-17 Medford Liberty Park Neighborhood Plan

City of Medford's ("City") Liberty Park Neighborhood Plan ("Project") will identify a series of land use and transportation improvements that improve livability and create a sense of place for the Liberty Park neighborhood. The Project will build on past planning efforts, include a robust public involvement process, and perform new analysis to identify a clear vision of the neighborhood that can be implemented with anticipated funding streams.

The Liberty Park neighborhood zoning is a mix of residential surrounded by commercial and industrial. The neighborhood's transportation network is auto-dominated with few safe and convenient opportunities for travelling by walking or bicycling. By evaluating the zoning, and creating a multi-modal transportation network, it is believed the Liberty Park neighborhood will become more livable and vibrant.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Administration and Initiation	\$ 16,150
1A	PMT Meetings (up to 14 @ \$450 per meeting)	
1B	Community Engagement Plan	
1C	Content for Community Engagement Materials (up to 2 @ \$775 per set of materials)	
1D	NAC Meeting 1	
1E	Open House 1	
1F	Stakeholder Meetings Questions	
2	Project Goals, and Baseline Conditions	\$ 6,100
2A	Draft TM 1: Goals. Policy Review, Funding Forecast	
2B	NAC Meeting 2	
2C	Revised TM 1	
3	Public Visioning for Liberty Park Neighborhood	\$ 36,850
3A	Virtual Visioning Website	
3B	Draft TM 2: Lane Reconfiguration Traffic Analysis	
3C	Draft TM 3: Visioning Summary	
3D	NAC Meeting 3	
3E	Open House 2	
3F	Revised TM 2	
3G	Revised TM 3	
4	Preferred Liberty Park Neighborhood Vision	\$ 17,650
4A	Draft TM 4: Preferred Liberty Park Neighborhood Vision	
4B	Open House 3	
4C	NAC Meeting 4	
5	Liberty Park Neighborhood Plan	\$ 23,250
5A	Draft Liberty Park Neighborhood Plan	
5B	Ordinance, Code, and Comprehensive Plan Changes Memorandum	
5C	NAC Meeting 5	
5D	Revised Liberty Park Neighborhood Plan	
TOTAL Non-Contingency		100,000

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingent	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency	\$ 100,000
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3B-17 Sutherlin TSP Update

The Project will provide a long-term vision for City's transportation system that identifies transportation system improvements supportive of planned land uses, and improves multimodal opportunities for recreation and commuting.

Although there is sporadic development in all parts of Sutherlin, the City has experienced significant development pressures west of Interstate 5, primarily residential but some commercial. It is anticipated that development pressures will increase as the economy and construction industry continue to recover. This Project will provide the City with the information necessary to respond to those development pressures, and to provide for future anticipated growth.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Administration and Initiation	\$ 10,720
1A	Project Schedule (up to 4 updates @ \$400 each)	
1B	Monthly Progress Reports (up to 24 @ \$160 each)	
1C	PMT Teleconferences Conferences (up to 12 @ \$440 each)	
2	Public and Stakeholder Involvement Program	\$ 11,000
2A	Kick-Off Meeting and Site Visit Memorandum	
2B	Draft Methodology and Assumptions Memorandum	
2C	Final Methodology and Assumptions Memorandum with Comment Log	
3	Project Goals, Definition, and Baseline Information	\$ 33,600
3A	Draft TM 1: Goals, Plan and Policy Review, Funding Forecast	
3B	Draft TM 2: Existing Conditions Inventories	
3C	Final TM 1 with Comment Log	
3D	Final TM 2 with Comment Log	
4	Current Transportation System Operations	\$ 26,900
4A	Draft TM 3: Current Transportation System Operations	
4B	Final TM 3 with Comment Log	
5	Future Transportation System Operations	\$ 32,200
5A	Draft TM 4: Future Transportation Conditions	
5B	PAC Meeting 3	
5C	Open House 1	
5D	Final TM 4 with Comment Log	
6	Transportation Alternatives and Policy Development Meeting	\$ 35,600
6A	Transportation Alternatives and Policy Development Meeting	
6B	Draft TM 5: Transportation System Alternatives Analysis	
6C	Draft TM 6: Multimodal System Project Alternatives	
6D	PAC Meeting 4	
6E	Open House 2	
6F	Final TM 5 with Comment Log	
6G	Final TM 6 with Comment Log	
7	TSP Update	\$ 34,300

7A	Draft TSP Update	
7B	Draft TM 7: Transportation Policy and Code Alternatives	
7C	Presentation Graphics for Planning Commission Hearing	
7D	Presentation Graphics for City Council Hearing	
7E	Final TSP Update with Comment Log	
7F	Final TM 7 with Comment Log	
TOTAL Non-Contingency		184,320

CONTINGENCY TASKS/DELIVERABLES		
g	Contingent	\$ 22,700
C1.A	Additional in-person meeting	
C1.B	Additional in-person meeting	
C1.C	Additional teleconference meetings	
C1.D	Additional teleconference meetings	
C2.A	Additional revision to Final TMs	
C3.A	Additional revisions to Final TSP Update	
C4.A	Additional revision to Final Ordinances	
TOTAL Contingency		22,700

TOTAL Non-Contingency + Contingency	\$ 207,020
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4A-17 COIC Cascades East Transit Development Plan

The purpose of the Cascades East Transit Development Plan project (“Project”) is to create an updated regional transit master plan for Central Oregon. The Cascades East Transit Development Plan will synthesize and update the existing Central Oregon Regional Transit Master Plan (2013) and the Bend Metropolitan Planning Organization’s (“MPO”) Public Transit Plan and Transit Corridor Land Use Assessment (2013). Because Cascades East Transit (“CET”), which is operated by the Central Oregon Intergovernmental Council (“COIC”), provides public transit service to Bend and the region, transit in Central Oregon will benefit from having a single up-to-date plan to help guide it through a planning horizon of 2040.

For Cascades East Transit Development Plan to have maximum usefulness for COIC’s local partners and jurisdictions, it will feature Community Pull-out Sections for the Bend MPO and the cities of Bend, La Pine, Madras, Prineville, Sisters, Redmond, Culver, Metolius, the Confederated Tribes of Warm Springs, and the unincorporated community of Terrebonne. The Community Pull-out Sections, as set forth in Section E.8.2. will help those entities in crafting actionable and meaningful transit sections for their planning processes. Additionally, these locally-focused sections will enable stakeholders to better understand the context of Cascades East Transit Development Plan and the opportunities for transit to expand mobility options, support community vibrancy and economic vitality, and promote environmental stewardship within their communities. Since the Bend MPO and the cities of Bend and Redmond are initiating the process, respectively, of updating their Metropolitan Transportation Plan and Transportation System Plans (“TSP”), Cascades East Transit Development Plan will be able to serve as an up-to-date guiding document with an actionable map and timeline for other plans in Central Oregon.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Initiation and Management	\$ 19,520
1A	Project Kickoff Conference Call	
1B	Project Schedule	
1C	PMT Conference Calls (up to 14 @ \$650 each)	
1D	Monthly Progress Reports (up to 14 @ \$130 each)	
1E	Public Involvement, Branding, and Communications Strategy	
1F	Project Website	
2	Analysis of Existing Conditions and Planning Precedent	\$ 41,600
2A	Existing Conditions Memo	
2B	Planning Precedent Memo	
2C	Round 1 Regional TAC Meeting	
2D	Online Open House #1	
2E	Round 1 PSC Meeting	
3	Short-Term Implementation Strategy	\$ 22,800
3A	PMT Short-Term Implementation Planning Conference Call	
3B	Short-Term Implementation Strategy Memo	
3C	Round 2 Local TAC Meetings	
3D	Round 2 PSC Meeting Materials	
4	Needs Analysis	\$ 28,700
4A	On-board Survey Kickoff Meeting and Survey Plan	
4B	Develop and Summarize On-board Survey	
4C	Operator Interview	
4D	Transit Needs Memo	

5	Transit Oriented Development Strategies Memo	\$ 5,700
5A	TOD Strategies Memo	
6	Transit Service Plan and Capital Improvement Plan	\$ 39,200
6A	Transit Service Plan Memo	
6B	Transit Capital Improvement Plan Memo	
6C	Round 3 Regional TAC Meeting	
6D	Online Open House #2	
6E	Round 3 PSC Meeting	
7	Develop Implementation Strategy	\$ 5,800
7A	Transit Implementation Plan Memo	
8	Draft Cascades East Transit Development Plan	\$ 42,900
8A	Draft Cascades East Transit Development Plan - hard copy and pdf	
8B	Draft Community Pullout Sections	
8C	Round 4 Local TAC Meetings	
8D	Round 4 PSC Meeting Materials	
8E	Revised Draft Cascades East Transit Development Plan	
9	Local Agency Review	\$ 4,500
9A	Adoption Draft Cascades East Transit Development Plan	
10	Adoption	\$ 3,800
10A	Adoption Support	
10B	Review of draft Final Cascades East Transit Development Plan	
10C	Review of Public Involvement Summary and Title VI Report	
	TOTAL Non-Contingency	214,520

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

TOTAL Non-Contingency + Contingency	\$ 214,520
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5A-17 John Day Innovation Gateway Area Plan

The purpose of the Innovation Gateway Area Plan project (“Project”) is to assist the City of John Day (“City”) plan and coordinate redevelopment of the 83-acre riverfront property on the west side of the City to function as a gateway and focal point for the community. The Project will focus on redevelopment of the newly purchased 53-acre former Oregon Pine mill property and adjacent City-owned land in the surrounding area to integrate transportation and development solutions, including a potential school and academic research campus. The Project will update the City’s 1996 Transportation System Plan (“TSP”) and 2009 John Day Local Street Network Plan to support active transportation, promote sustainable growth, and foster healthy community design.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Reconnaissance	\$ 10,600
1.1	PMT Meeting #1: Teleconference	
1.2	Background Information	
1.3	TM #1: Public Involvement Plan	
1.4	Project Branding	
1.5	Initial Webpage Material	
1.6	Project Area Maps	
2	Context and Site Analysis	\$ 25,800
2.1	Transportation Technical Standards Coordination	
2.2	TM #2 Baseline Transportation System Opportunities and Needs Assessment	
2.3	TM #3 Existing Conditions Assessment	
3	Outreach	\$ 32,800
3.1	Draft TM #4: Vision Statement and Guiding Principles	
3.2	PMT Meeting #2: Project Tour	
3.3	PAC Meeting #1	
3.4	TAC Meeting #1	
3.5	Open House #1, Flier and Media Notice	
3.6	Online Open House #1	
3.7	Final TMs #3 and #4	
3.8	PMT Meeting #3 (teleconference)	
4	Design Concepts	\$ 29,150
4.1	TM #5 Draft Innovation Gateway Area Design Concepts	
4.2	PAC/TAC Meeting #2 (teleconference)	
4.3	Online Open House #2, Community Interactive Online Map and Active Lifestyle Survey	
4.4	PMT Meeting #4	
5	Concept Refinement	\$ 43,050
5.1	TM #6 Revised Innovation Gateway Area Concept	
5.2	TM #7 Transportation Solutions Analysis	
5.3	Draft Transportation Solutions Map	
5.4	PAC/TAC Meeting #3	
5.5	Open House #3, Flier and Media Notice	

5.6	Online Open House #3	
5.7	PMT Meeting #5	
6	Draft Plan and Code Amendments	\$ 40,050
6.2	TM #8 Draft Implementation and Financing Plan	
6.2.1	TM #8: Implementation Section	
6.2.2	TM #8: Transportation Funding Section	
6.2.3	TM #8 Financing Section	
6.3	PMT Meeting #6 (teleconference)	
6.4	TM #9 Revised Policy Framework and Code Amendments	
6.5	Draft innovation Gateway Area Plan	
6.6	Joint PAC/TAC and PMT Meeting	
6.7	Joint Planning Commission and City Council Work Session	
7	Hearings	\$ 10,700
7.4	Final Innovation Gateway Area Plan	
	TOTAL Non-Contingency	192,150

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

TOTAL Non-Contingency + Contingency	\$ 192,150
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1A-16 Estacada Active Transportation Plan

This Project will develop an Estacada Active Transportation Plan to be adopted as an update to Chapters 5, Pedestrian System, and 6, Bicycle System, of the City of Estacada (“City”) Transportation System Plan (“TSP”), adopted in 2007. The Estacada Active Transportation Plan must include designated Active Transportation (“AT”) routes identifying bicycle and pedestrian routes that link major destinations within and near the City and to other areas within Clackamas County (“County”). Route classifications and facility recommendations specific to routes must be included. Major destinations include transit stops, employment centers, shopping areas, parks, regional trails, and schools. The Project must also develop a wayfinding signage plan to help direct pedestrians, cyclist and transit users.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Start and Stakeholder Involvement	\$ 11,020
1A	Refined Project Schedule	
1B	Project Flyer	
1C	PMT Meeting #1	
1D	PMT Conference Call Meetings (at least 10)	
1E	Environmental Justice Report and Public Involvement Timeline	
1F	Project Website Content	
2	Facility Inventory	\$ 27,200
2A	Policy Framework Memo	
2B	Draft AT Project Selection Prioritization Criteria	
2C	Draft Existing Conditions, Deficiencies and Opportunities Report	
2D	City Tour Map	
2E	TSP Funding Forecast Update	
2F	PMT Meeting #2	
2G	City Tour	
3	Introduce Community to Project	\$ 29,100
3A	Potential Facility Types by Route	
3B	PMT Meeting #3	
3C	PAC and TAC Meeting #1	
3D	Final AT Project Selection Prioritization Criteria and Final Existing Conditions, Deficiencies and Opportunities Report	
3E	Community and On-Line Open House #1 Materials	
3F	Community and On-Line Open House #1	
4	Recommendations	\$ 60,550
4A	Draft Estacada Active Transportation Plan	
4B	Draft Policy and Code Update (review and comment only)	
4C	PMT Meeting #4	
4D	PAC and TAC Meeting #2	
4E	Community and On-Line Open House #2 Material	
4F	Community and On-Line Open House #2	
4G	Joint Planning Commission and City Council Briefing	

4H	Bicycle Wayfinding Signage Plan	
4I	Final Estacada Active Transportation Plan	
5	Refinements and Adoption	\$ 7,110
5A	Planning Commission Hearing	
5B	City Council Hearing	
5C	Adopted Estacada Active Transportation Plan	
	TOTAL Non-Contingency	134,980

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingent	\$ -
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency	\$ 134,980
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1B-16 Molalla TSP Update

The current City of Molalla (“City”) Transportation System Plan (“TSP”) was adopted in 2001. This Project will update the 2001 TSP to reflect physical and regulatory changes that have occurred in the City, to ensure compliance with state provisions and to provide a 23-year planning horizon (2040) for transportation planning. The Updated TSP must implement and be consistent with Oregon Administrative Rules (“OAR”) 660-012, otherwise known as the Transportation Planning Rule. The Project will create the Updated TSP using elements of the 2001 TSP. The Project will also identify potential amendments to other implementing documents in conjunction with the Updated TSP.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Start	\$ 17,360
1A	PMT Conference Call Meetings (up to 12 @ \$450)	
1B	Base Maps	
1C	Refined Project Schedule	
1D	Project Flyer 1	
1E	Project Website	
1F	“Transportation System Planning 101” Training	
1G	PMT Meeting #1	
2	Policy, Prioritization and Financial Framework	\$ 15,820
2A	Tech Memo 1: Policy Framework and Code Review	
2B	Tech Memo 2: TSP Analyses Methodology and Project Evaluation Criteria	
2C	Tech Memo 3: TSP Financial Forecast	
2D	Joint PMT and TAC Meeting #1	
2E	PAC Meeting #1	
3	Existing Transportation System and Future Needs Analysis	\$ 42,700
3A	Draft Tech Memo 4: Existing Transportation System	
3B	Draft Tech Memo 5: Future Needs Analysis	
3C	Joint PMT and TAC Meeting #2	
3D	PAC Meeting #2	
3E	Community and On-Line Community Meeting #1	
3F	Final Tech Memos 4 and 5	
4	Potential Solutions	\$ 14,220
4A	Draft Tech Memo 6: TSP Solutions (Subtask 4.1)	
4B	Draft Tech Memo 7: Regulatory Solutions	
4C	Joint PMT and TAC Meeting #3	
4D	PAC Meeting #3	
5	Present Work to Date to Planning Commission and City Council	\$ 8,560
5A	PMT Meeting #2	
5B	Planning Commission Meeting #1	
5C	City Council Meeting #1	
5D	Final Tech Memo 6	

5E	Final Tech Memo 7	
6	Refine Solutions	\$ 21,370
6A	Draft Tech Memo 8: Planned and Financially Constrained Transportation Systems	
6B	Project Flyer 2	
6C	PAC Meeting #4	
6D	Community and On-Line Community Meeting #2	
6E	City Council and Planning Commission Joint Work Session #1	
6F	Final Tech Memo 8	
7	Updated TSP	\$ 12,280
7A	Draft Updated TSP	
7B	City Council and Planning Commission Joint Work Session #2	
7C	Recommended Updated TSP	
8	Adoption	\$ 6,440
8A	Public Outreach Activities including direct outreach and attendance at three community events	
8B	Virtual Open House #2	
8C	Final Active Transportation Plan	
TOTAL Non-Contingency		138,750

CONTINGENCY TASKS/DELIVERABLES		
9	Contingent	\$ 1,300
C1	Contingent Meeting	
TOTAL Contingency		1,300

TOTAL Non-Contingency + Contingency		\$ 140,050
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1C-16 North Plains TSP Update

City of North Plains Transportation System Plan Update (“Project”) will update the City of North Plains (“City”) Transportation System Plan (“TSP”), adopted in November, 2004 and effective in 2005. Since the 2005 plan was prepared, City has annexed 122 acres planned for 620 new homes and a new elementary school. Project will identify needed transportation improvements to integrate this growth with the existing local and regional community.

Project will update the 2005 TSP to reflect regulatory changes that have occurred in the City, region, and State of Oregon since 2005 and provide a 20-year horizon (2040) for transportation planning to update the current TSP’s 2020 forecast year. The Updated TSP will implement and be consistent with Oregon Administrative Rules (“OAR”) Chapter 660, Division 12, otherwise known as the Transportation Planning Rule. The Project will also identify recommended amendments to the City’s Municipal Code and other implementing documents.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Start	\$ 13,260
1A	PMT Conference Call Meetings (up to 12 @ 280)	
1B	Refined Project Schedule	
1C	Base Maps	
1D	Project Website	
1E	Project Flyer	
1F	PMT Meeting #1	
1G	Public Involvement Plan	
1H	“Transportation System Planning 101” Training	
2	Project Framework	\$ 12,700
2A	Tech Memo 1: Policy Framework and Code Review	
2B	Draft Tech Memo 2: Project Objectives and Prioritization Criteria	
2C	Tech Memo 3: TSP Financial Forecast	
2D	TAC Meeting #1	
2E	PAC Meeting #1	
2F	Final Tech Memo 2	
2G	Post Final Task 2 Deliverables	
3	Existing Transportation System and Needs Inventory	\$ 20,800
3A	Draft Tech Memo 4: Existing Transportation System Gaps and Deficiencies Inventory	
3B	Draft Tech Memo 5: Needs Analysis	
3C	Project Newsletter #1	
3D	TAC Meeting #2	
3E	PAC Meeting #2	
3F	Community and On-Line Community Meeting #1	
3G	Final Tech Memos 4 and 5	
4	Potential Solutions	\$ 18,200
4A	Draft Tech Memo 6: Regulatory Solution	
4B	Draft Tech Memo 7: TSP Solutions	

4C	TAC Meeting #3	
4D	PAC Meeting #3	
4E	Final Tech Memos 6 and 7	
5	Present Work to Date to Planning Commission and City Council	\$ 4,500
5A	PMT Meeting #2	
5B	Planning Commission Meeting #1	
5C	City Council Meeting #1	
6	Refine Solutions: Develop Draft Planned and Financially Constrained Transportation Systems	\$ 16,300
6A	Draft Tech Memo 8: Planned and Financially Constrained Transportation Systems	
6B	Project Newsletter #2	
6C	Response TAC Comments	
6D	PAC Meeting #4	
6E	Community and On-Line Community Meeting #2	
6F	Planning Commission and City Council Work Session #1	
6G	Final Tech Memo 8	
7	Draft Updated TSP and Implementing Language	\$ 13,800
7A	Project Newsletter #3	
7B	Adoption Draft Updated TSP	
7C	Adoption Draft Implementing Language	
8	Adoption	\$ 10,800
8A	Planning Commission and City Council Work Session #2	
8B	TSP Staff Report and Findings	
8C	Planning Commission Hearing	
8D	City Council Hearings	
8E	Final Updated TSP and Final Implementing Language	
	TOTAL Non-Contingency	\$ 110,360

CONTINGENCY TASKS/DELIVERABLES		
9	Contingent	\$ 1,900
9A	Contingent Meeting	
	TOTAL Contingency	1,900

TOTAL Non-Contingency + Contingency	\$ 112,260
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1D-16 Portland Pedestrian Master Plan Update

The Project will update the City's PMP, adopted in 1998. Updated PMP will reflect policy changes, incorporate modern design best practices, address the need for context-sensitive solutions, take into account an emerging understanding of transportation equity, and include a Vision Zero approach to pedestrian safety. Vision Zero is a city policy and Action Plan aimed at making the City's transportation system the safest possible and moving towards zero traffic-related fatalities and serious injuries.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Start-Up, Management, and Coordination	\$ 11,700
1A	PMT Meetings (up to 24 @ \$250)	
1B	Refined Project Schedule and Document Outline & Template	
1C	TAC Meeting #1	
1D	CAC Meeting #1	
2	Plan, Policy and Programs Review and PMP Goals and Objectives	\$ 15,500
2A	Policy Framework Memo	
2B	Review and comment on Pedestrian Program Review Memo	
2C	PMP Goals and Objectives Memo	
2D	TAC Meeting #2	
2E	CAC Meeting #2	
3	Infrastructure Inventory and Network Needs Analysis	\$ 102,900
3A	Pedestrian Safety Existing Conditions Memo, Citywide and High Crash Network Reports	
3B	Existing Needs Analyses Memo	
3C	Network Completeness and Adequacy Criteria Memo	
3D	TAC Meeting #3	
3E	CAC Meeting #3	
3F	Pedestrian Network Needs Memo	
3G	TAC Meeting #4	
3H	CAC Meeting #4	
4	Classification and Prioritization Framework	\$ 25,300
4A	Prioritization Memo	
4B	Pedestrian Needs Priorities Map and List	
4C	TAC Meeting #5	
4D	CAC Meeting #5	
4E	Review and comment on Classifications Recommendation Memo	
5	Updated PMP Implementation: Policy and Program Recommendations	\$ 21,400
5A	Implementation Memo	
5B	Review and comment on Funding Strategy Memo	
5C	TAC Meeting #7	
5D	CAC Meeting #7	

6	Establish Performance Measures and Targets	\$ 100
6A	Review and comments on Performance Measures Memo	
7	Develop Draft and Final Project Document	\$ 21,600
7A	Updated PMP Document Outline	
7B	In-House Review Draft Updated PMP	
7C	Discussion Draft Updated PMP	
	TOTAL Non-Contingency	198,500

CONTINGENCY TASKS/DELIVERABLES		
8	Contingent	\$ 1,500
8A	Contingent Project Meetings (up to 3)	
	TOTAL Contingency	1,500

TOTAL Non-Contingency + Contingency		\$ 200,000
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1F-16 Washington County TV Highway Corridor Transit Concept and Access Plan

The purpose of the TV Highway Corridor Transit Concept and Access Plan (“Project”) is to determine the nature and feasibility of HCT in the TV Highway corridor, primarily in the portion of the corridor between SW Cornelius Pass Road and SW 160th Avenue, located within unincorporated Washington County (“County”). While substantial planning work has been done for the TV Highway corridor, more refined transit analysis and planning is necessary. By defining feasible transit concepts, identifying needed access improvements such as bicycle and pedestrian facilities and highway crossings to potential stations along the corridor, Project will lay the groundwork for the corridor to be elevated to a regional priority HCT corridor.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Kickoff and Management	\$ 12,100
1A	Comments on Background Information	
1B	Project Document Templates	
1C	PMT Project Kickoff Meeting	
1D	Refined Working Schedule	
1E	Project Tour attendance and summary notes	
1F	Comments on Project Announcement	
1G	PMT Meetings, up to 12 (12 @ \$450)	
2	Public Involvement	\$ 17,300
2A	Comments on Draft Public Involvement Plan	
2B	Comments on Draft Public Involvement Report	
2C	On-Line Survey and Results Summary	
2D	Corridor Engagement Meetings (up to 4 @ \$1,525 each)	
3	Defining the Transit Need(s) to be Addressed	\$ 44,000
3A	Technical Memorandum 1: Transit Profile and Traffic Operations Assessment in the TV Highway Corridor	
3B	Comments on draft Technical Memorandum 2	
3C	TAC Meeting 1 Summary Fact Sheet and Facilitation	
3D	Technical Memorandum 3: TV Highway Corridor Transit Need Statement	
3E	Presentation Materials and Attendance at PAC Meeting 1	
4	Refining the Transit Concepts	\$ 46,600
4A	Technical Memorandum 4: Case Study Analysis of HCT Treatments in Mixed Traffic	
4B	Technical Memorandum 5: Refined HCT Transit Operating Concepts	
4C	Technical Memorandum 6: Evaluation Criteria	
4D	TAC Meeting 2 Summaries of Technical Memoranda 4 and 5	
4E	PAC Meeting 2 Presentation and Attendance	
5	Assessing the HCT Concepts for the Project Area	\$ 61,600
5A	Technical Memorandum 7: Comparative Evaluation of HCT Concepts	
5B	TAC Meeting 3 Presentation Materials and Facilitation	
5C	PAC Meeting 3 Presentation Materials and Attendance	

6	Recommended Plans and Implementing Actions	\$ 28,500
6A	TV Highway Corridor Transit Concept and Access Plan	
6B	Attend TAC Meeting 4	
6C	Presentation Material and Attend PAC Meeting 4	
6D	Attend Washington County Board of Commissioners Meeting	
	TOTAL Non-Contingency	210,100

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

TOTAL Non-Contingency + Contingency	\$ 210,100
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2A-16 Astoria Uniontown Reborn Master Plan

The Project purpose is captured by City's subtitle for the Project: "Creating a Great Pacific Northwest Gateway to Astoria." The Uniontown Reborn Master Plan must develop a unifying vision for Uniontown and adjacent lands to maintain the area's distinct historic aesthetic, coordinate land use and transportation improvements, and identify economic opportunities. Services include recommendation of changes to City's plan designations, zoning and land use regulations, and development of design standards to encourage pedestrian-friendly, transit-friendly development and redevelopment. Services also include development of a set of recommended public investments to support the vision and planned land uses, including investments in the transportation system to support multiple modes of travel. A key focus of the Services is the creation of alternative street design cross sections within the right-of-way on West Marine Drive in the City to better accommodate and encourage use of walkways, bikeways, and transit.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Reconnaissance and Kickoff	\$ 17,100
1.A	Background Information	
1.B	Draft Memorandum #1: Plan Assessment	
1.C	Stakeholder Interviews	
1.D	Public Involvement Strategy Memorandum	
1.E	Project Kickoff Meeting and Refined Project Schedule	
1.F	Initial Outreach Flyer	
1.G	Initial Content for Project Website	
2	Identify and Analyze Existing and Forecast Conditions	\$ 33,600
2.A	Property and Business Owner Survey	
2.B	Draft Memorandum #2: Land Use Conditions	
2.C	Methodology Memorandum	
2.D	Draft Memorandum #3: Baseline Transportation Conditions	
2.E	Draft Memorandum #4: Economic Conditions	
2.F	Draft Memorandum #5: Evaluation Criteria	
2.G	TAC and SAC Meeting #1	
3	Public Outreach #1	\$ 20,400
3.A	Publicity Material for Public Event #1	
3.B	Presentation Material for Public Event #1	
3.C	Public Event #1	
3.D	Revised Memorandum #1: Plan Assessment	
3.E	Revised Memorandum #2: Land Use Conditions	
3.F	Revised Memorandum #3: Baseline Transportation Conditions	
3.G	Revised Memorandum #4: Economic Conditions	
3.H	Revised Memorandum #5: Evaluation Criteria	
4	Tier 1 Screening of Land Use Options and Public Improvements	\$ 38,500
4.A	Draft Memorandum #6: Tier 1 Screening of Land Use Alternatives and Public Improvements	
4.B	ODOT Technical Review Meeting of Draft Memorandum #6	
4.C	Revised Draft Memorandum #6	
4.D	Land Use Alternatives and Transportation System Options Booklet	

4.E	TAC Meeting #2	
4.F	SAC Meeting #2	
5	Public Outreach #2	\$ 12,800
5.A	Publicity Material for Public Event #2	
5.B	Presentation Materials for Public Event #2	
5.C	Public Event #2	
5.D	Revised Memorandum #6	
6	Tier 2 Evaluation of Preferred Land Use Alternative and Public Improvements	\$ 40,300
6.A	Draft Memorandum #7: Preferred Land Use Alternative and Public Improvements	
6.B	Draft Memorandum #8: Implementation Measures	
6.C	Preferred Land Use Alternative and Public Improvement Plan Booklet	
6.D	TAC Meeting #3	
6.E	SAC Meeting #3	
7	Public Outreach #3	\$ 13,800
7.A	Publicity Material for Public Event #3	
7.B	Presentation Material for Public Event #3	
7.C	Public Event #3	
7.D	Revised Memorandum #7	
7.E	Revised Memorandum #8	
8	Uniontown Reborn Master Plan Adoption	\$ 26,800
8.A	Draft Uniontown Reborn Master Plan	
8.B	TAC Meeting #4	
8.C	SAC Meeting #4	
8.D	Revised Draft Uniontown Reborn Master Plan	
8.E	Joint Planning Commission, City Council, and Astoria Development Commission Work Session	
8.F	Final Draft Uniontown Reborn Master Plan	
8.G	Planning Commission Public Hearing	
8.H	City Council Public Hearing	
8.I	Final Uniontown Reborn Master Plan	
	TOTAL Non-Contingency	203,300
CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ -
	TOTAL Contingency	-
TOTAL Non-Contingency + Contingency		\$ 203,300

2B-16 Keizer Revitalization Plan

The Keizer Revitalization Plan project (“Project”) will refine the City of Keizer (“City”) Comprehensive Plan. The Project will build upon and replace previously-adopted neighborhood plans and planning efforts, including but not limited to the Keizer River Road Renaissance Implementation Report, adopted in 2004; the McNary Activity Center Design Plan, adopted in 1991; and planning efforts in the Cherry Avenue area.

The Project will update these plans and planning efforts to create policies and identify investments to increase development densities and the mix of land uses and to improve conditions for walking, cycling, and riding transit. The Project will help City make more efficient use of existing urban land and transportation infrastructure, reducing the need for future Urban Growth Boundary expansions and expensive transportation investments.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Reconnaissance and Kickoff	\$ 9,700
1.A	Background Documents	
1.B	Project Kickoff Meeting	
1.C	Initial Project Outreach Material	
1.D	Project Website	
2	Goals and Existing Conditions	\$ 38,100
2.A	Draft Memorandum #1: Goals and Vision for Revitalization	
2.B	Draft Memorandum #2: Existing Conditions	
2.C	Draft Memorandum #3: Market Analysis	
2.D	Stakeholder Outreach Meetings #1	
2.E	CAC Meeting #1	
2.F	Presentation Material for Public Event #1	
2.G	Public Event #1	
2.H	Revised Memorandum #1	
2.I	Revised Memorandum #2	
2.J	Revised Memorandum #3	
3	Gap Analysis	\$ 35,000
3.A	Draft Memorandum #4: Gap Analysis and Implementation Strategies	
3.B	CAC Meeting #2	
3.C	Presentation Material for Planning Commission and City Council Work Sessions #1	
3.D	Planning Commission Work Session #1	
3.E	City Council Work Session #1	
3.F	Revised Memorandum #4	
4	Plan Amendments and Code Revisions	\$ 68,400
4.A	Draft Memorandum #5: Comprehensive Plan and Development Code Amendments	
4.B	Draft Memorandum #6: Public Investments	
4.C	Draft Memorandum #7: Mobility Impact Assessment	
4.D	Draft Memorandum #8: Multimodal Transportation Assessment	
4.E	CAC Meeting #3	
4.F	Stakeholder Outreach Meetings #2	

4.G	Presentation Material for Public Event #2	
4.H	Public Event #2	
4.I	Planning Commission Work Session #2	
4.J	City Council Work Session #2	
4.K	Revised Memorandum #5	
4.L	Revised Memorandum #6	
4.M	Revised Memorandum #7	
4.N	Revised Memorandum #8	
4.O	Visualizations	
5	Keizer Revitalization Plan Adoption	\$ 33,800
5.A	Draft Keizer Revitalization Plan	
5.B	CAC Meeting #4	
5.C	Stakeholder Outreach Meetings #3	
5.D	Planning Commission Draft Keizer Revitalization Plan	
5.E	Presentation Material for Planning Commission and City Council Public Hearings	
5.F	Planning Commission Public Hearing	
5.G	Adoption Draft Keizer Revitalization Plan	
5.H	City Council Public Hearing	
5.I	Final Keizer Revitalization Plan	
	TOTAL Non-Contingency	185,000

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

TOTAL Non-Contingency + Contingency	\$ 185,000
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2C-16 Newberg Riverfront Master Plan Update

The Project will update the 2002 Newberg Riverfront Master Plan to establish a desired mix of residential and employment uses; protect open space areas and other unique features; take advantage of its location along the Willamette River; and plan for a multi-modal transportation network to provide internal access and connections to the rest of the City of Newberg (“City”).

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Initiation	\$ 15,100
1.A	Project Initiation Meeting	
1.B	Project Web Pages Development	
1.C	Stakeholder Outreach Meetings and Summary	
1.D	PAC Meeting #1	
1.E	TAC Meeting #1	
1.F	Public Involvement Plan	
2	Vision for Newberg Riverfront	\$ 42,700
2.A	Draft Memorandum #1: Vision and Goals for Newberg Riverfront	
2.B	Draft Existing and Planned Conditions PowerPoint	
2.C	Draft Memorandum #2: Market Analysis and Development Programs	
2.D	PAC Meeting #2	
2.E	TAC Meeting #2	
3	Public Event #1	\$ 17,500
3.A	Presentation Material for Public Event #1	
3.B	Public Event #1	
3.C	Online Public Event #1	
3.D	Revised Memorandum #1	
3.E	Revised Existing and Planned Conditions PowerPoint	
3.F	Revised Memorandum #2	
4	Plan Development	\$ 49,500
4.A	Design Workshop #1	
4.B	Design Workshop #2	
4.C	Draft Memorandum #3: Land Use Alternatives	
4.D	Draft Memorandum #4: Infrastructure Needs	
4.E	Draft Memorandum #5: Incremental Implementation Strategy	
4.F	PAC Meeting #3	
4.G	TAC Meeting #3	
5	Public Event #2	\$ 17,400
5.A	Presentation Material for Public Event #2	
5.B	Public Event #2	
5.C	Online Public Event #2	
5.D	Revised Memorandum #3	
5.E	Revised Memorandum #4	

5.F	Revised Memorandum #5	
6	Plan Implementation	\$ 34,000
6.A	Draft Memorandum #6: Comprehensive Plan Amendments	
6.B	Draft Memorandum #7: Zoning Map and Development Code Amendments	
6.C	Plan Rendering	
6.D	Draft Memorandum #8: Transportation Planning Rule Assessment	
6.E	Revised Memorandum #6	
6.F	Revised Memorandum #7	
6.G	Revised Memorandum #8	
7	Plan Adoption	\$ 28,900
7.A	Draft Newberg Riverfront Master Plan Update	
7.B	Revised Draft Newberg Riverfront Master Plan Update	
7.C	Adoption Draft Newberg Riverfront Master Plan Update	
7.D	Final Newberg Riverfront Master Plan Update	
	TOTAL Non-Contingency	205,100

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

TOTAL Non-Contingency + Contingency	\$ 205,100
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2D-16 St. Helens Riverfront Connector Plan

Under this Statement of Work and Delivery Schedule (this “SOW”), Consultant shall develop a “Riverfront Connector Plan” for the City of St. Helens from US 30 to the waterfront redevelopment area, building upon the guiding principles for waterfront development that were developed through the City’s Waterfront Redevelopment Project. The Riverfront Connector Plan will complete the City’s business loop planning concept included in the US 30 & Columbia Blvd./St. Helens Street Corridor Master Plan, adopted in 2015, and the City’s Transportation System Plan adopted in 2011. In The Riverfront Connector Plan, Consultant shall plan for a cohesive, multi-modal, inviting loop through the downtown, along the waterfront, and connecting to US 30.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Start-up & Management	\$ 13,670
1A	Project Area GIS	
1B	PMT Meeting #1	
1C	Refined Project Schedule	
1D	Project Area Map	
1E	Project Website	
2	Citizen, Public & Agency Involvement & Project Kick-Off	\$ 9,690
2A	Draft Technical Memo #1	
2B	Neighborhood Meeting #1	
2C	COOLPPL Meeting # 1	
3	Develop Project Vision & Goals & Guiding Principles	\$ 2,840
3A	Draft Vision and Goals and Guiding Principles	
3B	Revised Vision and Goals and Guiding Principles	
4	Existing Conditions, Opportunities & Constraints	\$ 71,210
4A	Draft Technical Memo #2	
4B	Draft Technical Memo #3	
4C	Draft Technical Memo #4	
4D	Draft Technical Memo #5	
4E	COOLPPL Meeting # 2	
4F	Neighborhood Meeting #2	
4G	Joint Planning Commission Work Session and Public Meeting # 1	
4H	Final Technical Memos #1, #2, #3, #4 & #5	
4I	Project Website Update	
5	Draft Riverfront Connector Plan Design Options & Implementation Strategy	\$ 35,510
5A	Draft Riverfront Connector Plan Design Options	
5B	COOLPPL Meeting #3	
5C	Neighborhood Meeting #3	
5D	Joint Planning Commission Work Session and Public Meeting # 2	
5E	Project Website Update	
6	Riverfront Connector Plan Design Options Evaluation	\$ 38,410

6A	PMT Meeting #2	
6B	Draft Riverfront Connector Plan Design Options and Evaluation Report	
6C	COOLPPL Meeting #4	
6D	Joint Planning Commission Work Session and Public Meeting #3	
6E	Final Riverfront Connector Plan Design Options and Evaluation Report	
6F	Project Website Update	
7	Refinement of Riverfront Connector Plan and Implementation Report	\$ 21,470
7A	PMT Meeting #3	
7B	Draft Implementing Policies and Ordinances	
7C	COOLPPL Meeting #5	
7D	Draft Riverfront Connector Plan	
7E	Project Website Update	
8	Adoption	\$ 15,750
8A	Joint Planning Commission and City Council Work Session	
8B	Adoption Draft Riverfront Connector Plan	
8C	Adoption Draft Implementing Policies and Ordinances	
8D	Planning Commission Public Hearing	
8E	City Council Public Hearing	
8F	Final Riverfront Connector Plan	
8G	Final Implementing Policies and Ordinances	
8H	Title VI Report	
8I	Project Website Update	
TOTAL Non-Contingency		208,550

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingent	\$ -
TOTAL Contingency		-

TOTAL Non-Contingency + Contingency		\$ 208,550
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2E-16 Woodburn TSP Update

The Project will update the City of Woodburn's ("City") Transportation System Plan ("TSP"), adopted in 2005. The update ("Updated TSP") must identify an integrated network of multi-modal transportation facilities and services needed to support the City's planned land uses and the transportation patterns. Project will address transportation planning needs within the City, including approximately 619 gross acres that were added to the Urban Growth Boundary ("UGB") in 2016.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 18,000
1A	Kick-off Meeting	
1B	PMT Teleconferences (8 @ 350 each)	
1C	Public Involvement and Communications Plan	
1D	Public and Stakeholder Involvement Summary Report	
1E	Stakeholder Database and Comment Log	
1F	Project Website and Overview Video	
1G	Project Fact Sheet, 300 to 500 copies	
1H	Project Schedule	
2	Plans and Policy Review	\$ 11,700
2A	Draft Tech Memo #1: Plans and Policy	
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	\$ 56,800
3A	Draft Tech Memo #3: Existing Conditions Inventory and Analysis	
3B	TAC Meeting #1 agenda, facilitation, and summary	
3C	CAC Meeting #1 agenda, facilitation, and summary	
3D	Project Newsletter #1, Poster #1 and Flyer #1	
3E	Community and Small Group Briefing #1	
3F	Open House and Workshop #1 material and summary (includes online open house)	
3G	Website and Online Open House #1	
3H	Advertising and Media #1	
3I	Stakeholder Emails #1	
3J	Final Tech Memos #2 and #3	
4	Future Conditions and Alternatives Development and Analysis	\$ 60,100
4A	Draft Tech Memo #4: Future Systems Conditions	
4B	Draft Tech Memo #5: Alternatives Analysis and Funding Program	
4C	TAC Meeting #2 agenda, facilitation, and summary	
4D	CAC Meeting #2 agenda, facilitation, and summary	
4E	Project Newsletter #2, Poster #2 and Flyer #2	

4F	Community and Small Group Briefing #2	
4G	Open House and Workshop #2 open house materials, facilitation and summary	
4H	Website and Online Open House #2 online open house materials, facilitation and summary	
4I	Advertising and Media #2	
4J	Stakeholder Emails #2	
4K	Final Tech Memos #4 and #5	
5	Identification of Preferred and Cost-Constrained Alternatives	\$ 35,300
5A	Draft Tech Memo #6: Preferred Alternatives	
5B	TAC Meeting #3 agenda, facilitation, and summary	
5C	CAC Meeting #3 agenda, facilitation, and summary	
5D	Project Newsletter #3, Poster #3 and Flyer #3	
5E	Community and Small Group Briefing #3	
5F	Open House and Workshop #3 materials and summary	
5G	Website and Online Open House #3	
5H	Advertising and Media #3	
5I	Stakeholder Emails #3	
5J	Joint Planning Commission and City Council Work Session #1 materials and facilitation	
5K	Final Tech Memo #6	
6	Draft Updated TSP, Implementing Ordinances and Findings	\$ 23,200
6A	Draft and Revised Draft Updated TSP	
6B	Draft and Revised Draft Implementing Ordinances	
6C	Website Updates	
6D	Stakeholder Emails #4	
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	\$ 14,600
7A	Joint Planning Commission and City Council Work Session #2 presentation	
7B	City Planning Commission Hearing presentation	
7C	City Council Hearing presentation	
7D	Final Updated TSP and Final Implementing Ordinances	
	TOTAL Non-Contingency	219,700

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

TOTAL Non-Contingency + Contingency	\$ 219,700
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3A-16 Reedsport Dean to Dunes Trail Plan

The City of Reedsport (“City”) Dean to Dunes Trail Plan (“DDTP”) will identify a continuous trail extending from the Oregon Dunes (the all-terrain vehicle trail at Salmon Harbor Drive in Winchester, OR), eastward to the City, then southward to the Dean Creek Elk Viewing Area, for a total distance of approximately eight miles. The DDTP will build on prior planning efforts for the trail within the City, specifically the Waterfront and Downtown Plan, the Levee Loop Trail Plan, and the Pedestrian Safety Study. The DDTP will be adopted as a supporting document to the City and Douglas County (“County”) Transportation System Plans (“TSP”), with references added into each TSP where necessary.

Once constructed, the Dean to Dunes Trail will provide a convenient, non-automobile transportation alternative for trips both within and external to the community. Currently, the only opportunity for bicyclists and pedestrians to access areas in and near the City is along a narrow highway shoulder.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Administration and Initiation	\$ 10,700
1A	PMT Meetings (up to 15 @ \$210 each)	
1B	Kick-Off Meeting and Site Visit Memorandum	
2	Project Goals and Objectives	\$ 20,950
2A	Draft TM 1	
2B	Draft TM 2	
2C	Revised TMs 1 and 2	
3	Conceptual Trail Options	\$ 29,000
3A	Draft TM 3	
3B	PAC Meeting 1	
3C	Open House 1	
3D	Revised TM 3	
4	Preferred Trail Option	\$ 34,950
4A	Draft TM 4	
4B	PAC Meeting 2	
4C	Open House 2	
4D	Decision Maker Workshop	
4E	Revised TM 4	
4F	Public Involvement Report	
5	Dean to Dunes Trail Plan	\$ 19,550
5A	Draft DDTP	
5B	Final DDTP	
TOTAL Non-Contingency		115,150

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingent	\$ -
TOTAL Contingency		-

TOTAL Non-Contingency + Contingency	\$ 115,150
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3B-16 RVTD 2040 Transit Master Plan

The purpose of this project is to develop the RVTD 2040 TMP project (“Project”), which will identify near-, mid-, and long-term transit services for the existing RVTD service area and the surrounding areas into which RVTD may extend service in the future. The RVTD 2040 TMP must be aligned with the Rogue Valley Regional Transportation Plan (“RTP”).

Once developed, the 2040 TMP will provide RVTD Board of Directors, Managers, and staff a framework for providing transit and transit-related services to the Rogue Valley and beyond. . It will be the only plan in Jackson County and the Rogue Valley dedicated to transit, and is intended to be used by RVTD to identify new services, further policy discussions, and achieve significant progress in RVTD departments.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Administration and Initiation	\$ 56,400
1A	Kick-off Meeting and Site Visit	
1B	Refined Project Schedule	
1C	Site Visit Memorandum	
1D	PMT Check-In Meetings (24 @ \$475 each)	
1E	Organizational Meetings (10 @ \$745 each)	
1F	Jurisdiction Interviews (8 @ \$425 each)	
1G	Passenger Survey Summary	
1H	Draft TM 1: Study Area and Transportation Services Memorandum	
1I	Draft TM 2: Performance Measures and Criteria for Transit Improvements	
1J	Project Website	
2	Policy, Rules, and Regulations Review, and Demographic Forecasts	\$ 25,800
2A	Comments on Draft TM 3: Local and State Policies, Rules and Regulations	
2B	Draft TM 4: Population and Demographic Trends and Forecast	
2C	TAC Meeting #1	
2D	CAC Meeting #1	
2E	Final TM 1	
2F	Final TM 2	
2G	Final TM 4	
2H	Transit Modeling Methodology Memorandum	
3	Project Vision, Modeling, Performance Measures	\$ 33,500
3A	Draft TM 5: Vision Statement and Goal Areas	
3B	Draft TM 6: Summary of Modeling and Analysis Tools	
3C	TAC Meeting #2	
3D	CAC Meeting #2	
3E	Open House #1	
3F	Virtual Open House #1	
3G	Public Survey	
3H	RVTD Board Meeting #1	
3I	Final TM 5	

3J	Final TM 6	
4	City and Community Visions for Transit Service and Planned Facilities	\$ 50,100
4A	Draft TM 7: Draft Transit Supportive Areas	
4B	Final TM 7	
4C	Draft TM 8: Community Transit Vision	
4D	TAC Meeting #3	
4E	CAC Meeting #3	
4F	Open House #2	
4G	Virtual Open House #2	
4H	RVTD Board Meeting #2	
4I	Transit Design Charettes (2)	
4J	Final TM 8	
5	Service Concepts	\$ 54,150
5A	Service Concepts Meeting	
5B	Draft TM 9: Service Enhancement Analysis	
5C	TAC Meeting #4	
5D	CAC Meeting #4	
5E	RVTD Board Meeting #3	
5F	Final TM 9	
6	Recommended Local TSP and Code Revisions	\$ 2,900
6A	Comments on Draft TM 10: Local Transportation System Plan and Code Recommendations	
7	Funding Analysis and Revenue Projections	\$ 7,650
7A	Draft TM 11: Funding and Revenue Analysis	
7B	Final TM 11	
8	Internal Review and Department Programs	\$ 16,150
8A	RVTD Survey and Meeting	
8B	Draft TM 12: Department-Level Plans	
8C	Final TM 12	
9	TO Plan	\$ 11,300
9A	Draft TM 13: Transportation Options Strategic Plan	
9B	Final TM 13	
10	2040 TMP and Adoption	\$ 36,400
10A	Draft 2040 TMP	
10B	TAC Meeting #5	
10C	CAC Meeting #5	
10D	Open House #3	
10E	Virtual Open House #3	
10F	RVTD Board Meeting #4	
10G	Final 2040 TMP	

	TOTAL Non-Contingency	294,350
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CONTINGENCY TASKS/DELIVERABLES		
C1	Contingent	\$ -
	TOTAL Contingency	-

	TOTAL Non-Contingency + Contingency	\$ 294,350
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4A-16 Klamath Tribes and Chiloquin Community Pedestrian and Bicycle Plan

The Project is a comprehensive analysis of the existing Chiloquin community pedestrian and bicycle transportation system, including analysis of safety, ease of access for varying ages and levels of mobility, and convenience for community members to utilize these modes of transportation for travel within local residential areas, to and from schools, government services, public transit stations, healthcare facilities and other locations. The analysis will incorporate professional technical site study, as well as local public input gathered from a wide range of community members and the elected local government officials. The Chiloquin Community Pedestrian and Bicycle Plan will include strategies and evaluation of alternative scenarios to address identified pedestrian and bicycle transportation problems, needs and opportunities and clear measures to implement all strategies identified.

The Chiloquin Community Pedestrian and Bicycle Plan will build upon an initial study prepared cooperatively with SERA Architects in 2016 titled Pedestrian and Bicycle Safety for the Klamath Tribes and City of Chiloquin; Findings and

The Chiloquin Community Pedestrian and Bicycle Plan will be adopted by both the Klamath Tribes (“Tribes”) and the City of Chiloquin (“City”) and will be specifically aimed at improving pedestrian and bicycle transportation safety, convenience and access, with measures that can reasonably be implemented by the Tribes, the City and Oregon Department of Transportation (“ODOT”).

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Start	\$ 10,150
1A	Refined Project Schedule	
1B	PMT Conference Calls	
1C	Project Website	
1D	Monthly Progress Reports	
2	Foundation	\$ 8,430
2A	Draft Public Involvement Plan	
2B	Draft Technical Memorandum #1 - Regulatory and Policy Summary	
2C	Final Public Involvement Plan	
2D	Final Technical Memorandum #1 - Regulatory and Policy Summary	
3	Development and Refinement of Plan Goals and Objectives	\$ 25,230
3A	Draft Technical Memorandum #2 - Plan Goals and Objectives	
3B	Public Project Presentation #1	
3C	Joint TAC/PAC Meeting #1	
3D	Final Technical Memorandum #1 - Plan Goals and Objectives	
4	Existing Pedestrian and Bicycle Transportation Data Review and Technical Analysis	\$ 9,260
4A	Draft Methodology Memorandum	
4B	Final Methodology Memorandum	
4C	Draft Technical Memorandum #3: Existing Conditions and Future System Needs	
4D	Final Technical Memorandum #3	
5	Development and Evaluation of Alternatives	\$ 14,950
5A	Draft Technical Memorandum #4 - Pedestrian and Bicycle Project Alternatives	
5B	Joint TAC/PAC Meeting #2	
5C	Final Technical Memorandum #4 - Pedestrian and Bicycle Project Alternatives	

6	Draft Chiloquin Community Pedestrian and Bicycle Plan	\$ 36,780
6A	Draft Chiloquin Community Pedestrian and Bicycle Plan	
6B	Joint TAC/PAC Meeting #3	
6C	Public Project Presentation #2	
6D	Adoption Draft of Chiloquin Community Pedestrian and Bicycle Plan	
7	Tribal Council Adoption	\$ 2,450
7A	Tribal Council Meeting	
8	City Council Adoption	\$ 2,710
8A	35-Day Notice	
8B	City Council Hearing	
9	Final Chiloquin Community Pedestrian and Bicycle Plan	\$ 4,570
9A	Final Chiloquin Community Pedestrian and Bicycle Plan	
9B	Draft Title VI Report	
9C	Final Title VI Report	
TOTAL Non-Contingency		114,530

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingent	\$ -
TOTAL Contingency		-

TOTAL Non-Contingency + Contingency		\$ 114,530
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5A-16 Heppner TSP Update

The Transportation System Plan Update (“Project”) is to ensure the City of Heppner (“City”) has adequate planned transportation facilities to support planned land uses over the next 20 years. The Project will prepare a complete new Transportation System Plan (“TSP”), an update of the existing TSP, adopted in 2003, to meet current City goals and to address changed conditions. The Updated TSP will provide certainty and predictability for transportation improvements which will also assist the City in better serving transit and active transportation modes. The Project will explore options for connecting the community and opportunities to take advantage of the Blue Mountain Scenic Bikeway and the Morrow County Special

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Reconnaissance	\$ 27,800
1.2	PMT Meeting #1: Project Initiation Teleconference	
1.5	TSP Existing Inventory Maps	
1.6	PMT Meeting #2	
1.7b	Community Curbside Chat	
1.8	Stakeholder Meeting	
1.9	TM #1: Vision Statement and Evaluation Metrics	
2	Existing and Future Conditions	\$ 32,900
2.1	Technical Methodology Coordination	
2.2	TM #2: Existing and Future Assessment	
2.3	TM #3: Active Transportation and Transit Toolbox	
2.4	Infill Report	
2.5	Interactive Online Map	
2.6	Youth Workshops #1	
2.7	AC Meeting #1	
3	Funding and Designs	\$ 26,450
3.1	TM #4: Partnership and Funding Resources	
3.2	Design Graphics and Illustrations	
3.3	Street and Pathway Standards	
3.4	TM #5: Health Impact Analysis	
3.5	Freight Stakeholder Packet	
3.6	AC Meeting #2	
3.7b	Town Hall Open House #1	
4	TSP, Land Use and Code Update	\$ 27,400
4.1	Draft Comprehensive Plan Policy and Code Amendments	
4.2	PMT Meeting #3	
4.3	Draft Updated TSP	
4.5	AC Meeting #3	
4.6b	Town Hall Open House #2	
5	Adoption and Hearings	\$ 17,900
5.1	Legislative Findings and Ordinance Recommendations	

5.2	35-Day Notice	
5.3	Joint Planning Commission and City Council Work Session	
5.4	Planning Commission and City Council Hearings	
5.5	Final Updated TSP	
5.6	Final Comprehensive Plan and Code Amendments	
TOTAL Non-Contingency		132,450

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

TOTAL Non-Contingency + Contingency		\$ 132,450
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