

Developing a Project Approach and Budget

2019 TGM Grant Application Award Criterion #3

TGM has funded a wide range of projects across the state and in communities of all sizes. Please consult our [Final Grant Products](#) page to see if we have produced a plan document similar to the one your project needs.

Approach

The 2019 TGM Grant Application Form asks applicants to propose an approach to address the identified problem and achieve project objectives, and the 2019 Application Packet includes specific instructions on how to answer this criterion.

The attached worksheets provide another resource for developing an 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 2019 TGM Grant Application Form asks applicants to estimate costs for reimbursement of local staff 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-15, TGM-16, and TGM-17 cycles.

Consultant Costs for Common TGM Projects

	High	Low	Average
TSP and TSP Updates	\$335,000	\$100,000	\$165,000
TSP Refinement including TSP Elements and Transit Development Plans	\$445,000	\$100,000	\$185,000
Integrated Land Use & Transportation Plans	\$240,000	\$100,000	\$185,000

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

Some TGM projects reimburse the local government for work done on the project. These costs vary significantly. Please contact the TGM Central office for assistance.

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 and e-mail address is

Elizabeth.L.Ledet@odot.state.or.us

File Code	Jurisdiction	Project Title
TGM-18		
<u>3B-18</u>	Coos County	Transit Master Plan
TGM-17		
<u>1A-17</u>	City of Gresham	Clackamas to Columbia (C2C) Corridor Plan
<u>1B-17</u>	City of Portland	Columbia/Lombard Mobility Corridor Plan
<u>1C-17</u>	City of Sandy	Updated Transit Master Plan
<u>1D-17</u>	South Clackamas Transit District	Transit Development and Master Plan Update
<u>1E-17</u>	Washington County	Strategic Solutions for First Mile/Last Mile Transit Connections Plan
<u>2A-17</u>	City of McMinnville	Three Mile Lane Overlay/Area Plan Update
<u>2B-17</u>	City of Oakridge	TSP Update
<u>2C-17</u>	City of Waldport	TSP Update
<u>3A-17</u>	City of Medford	Liberty Park Neighborhood Plan
<u>3B-17</u>	City of Sutherlin	TSP Update
<u>4A-17</u>	Central Oregon Intergovernmental Council	Cascades East Transit Development Plan
<u>5A-17</u>	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
TGM-15		
<u>1A-15</u>	City of Beaverton	Active Transportation Plan
<u>1B-15</u>	City of Cornelius	TSP Update
<u>1C-15</u>	City of Gladstone	TSP Update
<u>1D-15</u>	City of Hood River	Westside Area Concept Plan
<u>1E-15</u>	City of Portland	Enhanced Transit Corridors Plan
<u>1F-15</u>	Metro	Transit System Expansion Policy
<u>2A-15</u>	Benton County	TSP Update
<u>2B-15</u>	City of Salem	Winter-Maple Bikeway and Pedestrian Plan
<u>2D-15</u>	Lincoln County Transportation Service District	Transit Development Plan
<u>2E-15</u>	Yamhill County Transit Area	Transit Development Plan
<u>3A-15</u>	City of Oakland	Multi-Use Path Implementation Strategy
<u>3B-15</u>	Coquille Indian Tribe	Comprehensive Plan
<u>4A-15</u>	City of Mosier	TSP
<u>4B-15</u>	City of Redmond	Neighborhood Revitalization Plan
<u>4C-15</u>	Crook County	TSP Update
<u>5A-15</u>	CTUIR	Mission Community Master Plan

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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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
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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		
g	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

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

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 Recommendations.

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 Transportation Program.

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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1A-15 Beaverton Active Transportation Plan

The Project is expected to promote walking and biking within the City of Beaverton (“City”) by establishing the means for: (a) adding important connections that will move the City toward the development of complete pedestrian and bicycle networks; (b) enhancing the safety and attractiveness of existing pedestrian and bicycle facilities; (c) the development of direct and low stress routes; and (d) providing more travel mode options for citizens as well as non-resident users.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Initiation	\$ 15,000
1A	Project Management Team meetings	
1B	Draft Public Involvement and Interagency Coordination Plan	
1C	Final Public Involvement and Interagency Coordination Plan	
1D	Project Web Page	
1E	Project Schedule	
1F	Launch Ride Report Dashboard	
2	Existing Conditions	\$ 20,500
2A	Draft Policy Framework	
2B	Draft Active Transportation Inventory	
2C	Draft Active Transportation Project List	
2D	List of Potential Funding Sources	
2E	Draft Project Information Sheet	
2F	TAC Meeting #1	
2G	PAC Meeting #1	
2H	Final Policy Framework	
2H	Final Active Transportation Inventory	
2H	Final Active Transportation Project List	
2H	Final Project Information Sheet	
3	Gaps and Deficiencies and Safety Analyses	\$ 49,500
3A	Draft Evaluation and Prioritization Criteria	
3B	Draft “Key Focus Areas” Map	
3C	Methodology Memorandum	
3D	Draft Gaps and Deficiencies Analysis Mapbook and Needs Matrix	
3E	Updated pedestrian and bicycle facility GIS layers	
3F	TAC Meeting #2	
3G	PAC Meeting #2	
3H	Direct outreach	
3I	Preparation and attendance at three community events	
3J	Virtual Open House #1	
3K	Final Gaps and Deficiencies Analysis Mapbook and Needs Matrix	
3K	Final Key Focus Areas Map	

3K	Final Evaluation and Prioritization Criteria	
4	Draft Active Transportation Plan	\$ 67,400
4A	Draft Best Practices Memorandum	
4B	Draft Design Treatments Memorandum	
4C	Draft Bicycle Boulevard Network	
4D	Pedestrian and Bicycle Facility Design Charrettes	
4E	Draft Updated Active Transportation Projects List	
4F	Draft Active Transportation Project Evaluation and Prioritization Memorandum	
4G	Draft Project Prospectus Sheets	
4H	Draft Active Transportation Plan	
4I	TAC Meeting #3	
4J	PAC Meeting #3	
4K	Updated Project Information Sheet	
4L	Public Outreach Activities including direct outreach and attendance at three community events	
4M	Virtual Open House #2	
4N	Community Presentations	
4O	Public Involvement Summary	
5	Adoption	\$ 12,200
5A	Recommended Active Transportation Plan	\$ -
5B	Implementing Language	\$ -
5C	Planning Commission Hearing Presentation	\$ 11
5D	City Council Adoption Hearing Presentation	\$ 11
5E	Final Active Transportation Plan	\$ -
	TOTAL Non-Contingency	164,600
CONTINGENCY TASKS/DELIVERABLES		
C1	Contingent	\$ 10,400
C1	Project Meetings	
C2	Data Collection (for existing conditions)	
C3	Data Collection (for gaps and deficiencies)	
C4	Data Collection (for bicycle boulevards)	
	TOTAL Contingency	10,400
TOTAL Non-Contingency + Contingency		\$ 175,000

1B-15 Cornelius TSP Update

This Project will update the City of Cornelius' ("City") Transportation System Plan ("TSP"), adopted in 2005, to reflect physical changes, including the 2014 addition of lands to the regional Urban Growth Boundary ("UGB"), and regulatory changes that have occurred in the City, region, and State of Oregon, and to provide a 20-year horizon for transportation planning. The Project will also adopt performance measures consistent with Metro's RTFP to evaluate and prioritize individual projects and programs designed to achieve the City's objectives and to meet key outcomes. The Updated TSP will implement and be consistent with the State's Transportation Planning Rule, the Metro 2014 Regional Transportation Plan ("RTP"), and the Regional Transportation Functional Plan ("RTFP") adopted in 2010. The Project will identify potential amendments to the 2014 RTP project lists, the City Code, the City's Comprehensive Plan, and possibly other implementing documents.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Project Start-up and Public Involvement Plan	\$ 6,050
1A	PMT Kick-off Meeting	
1B	PAC Meeting Guidelines	
1C	Draft Technical Memo #1	
1D	Refined Schedule	
1E	PMT Meetings	
1F	Final Technical Memo #1	
2	Policy, Regulatory, and Financial Framework	\$ 14,750
2A	Draft Technical Memo #2	
2B	Draft Technical Memo #3	
2C	Draft Technical Memo #4	
2D	Review Community On-Line Survey #1	
2E	Final Technical Memo #2	
2F	Final Technical Memo #3	
2G	Final Technical Memo #4	
3	Existing and Future Transportation Systems	\$ 36,050
3A	Draft Technical Memo #5	
3B	PAC Meeting #1	
3C	Final Technical Memo #5	
4	Potential Solutions	\$ 30,000
4A	Draft Technical Memo #6	
4B	Draft Technical Memo #7	
4C	PAC Meeting #2	
4D	Community Meeting #1	
4E	Review Community On-line Survey #2	
4F	Final Technical Memo #6	
4G	Final Technical Memo #7	
5	Draft Planned and Financially Constrained Transportation Systems	\$ 10,900
5A	City Council and Planning Commission Joint Work Session #1	
5B	Draft Technical Memo #8	

5C	PAC Meeting #3	
5D	Final Technical Memo #8	
6	Draft TSP, Comprehensive Plan language and Implementing Language	\$ 24,400
6A	Draft TSP and Comprehensive Plan Language	
6B	Comment on Draft Adoption Findings	
6C	Comment on Draft Implementing Ordinances	
6D	Recommended Updated TSP, Revised Comprehensive Plan Language, Revised Adoption Findings, and Revised Implementing Ordinances	
7	Adoption	\$ 4,650
7A	City Council and Planning Commission Joint Work Session #2	
7B	City Council Adoption Hearing	
7C	Updated Graphics for TSP	
	TOTAL Non-Contingency	126,800

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingent	\$ -
	TOTAL Contingency	126,800

TOTAL Non-Contingency + Contingency		\$ 1,980
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1C-15 Gladstone TSP Update

The current City of Gladstone (“City”) Transportation System Plan (“TSP”) was adopted in 1995. This Project will update the 1995 TSP to reflect physical and regulatory changes that have occurred in the City, region, and State of Oregon (“State”) since 1995 and provide a 19-year horizon (2035) for transportation planning. The Updated TSP will implement and be consistent with the State’s Transportation Planning Rule (“TPR”, Oregon Administrative Rule (“OAR”) Chapter 660, Division 12), the Metro 2035 Regional Transportation Plan (“RTP”), and the Regional Transportation Functional Plan (“RTFP”) adopted in 2010. The Project will create Updated TSP using elements of the 1995 TSP. The Project will also identify potential amendments to the City’s Development Code and other implementing documents

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Establish Committees and Start Project	\$ 70
1A	PMT Meeting #1	\$ 35
1B	Refined Project Schedule	\$ -
1C	Project Website	\$ -
1D	PMT Meetings (Up to 12 @ \$325 per meeting)	\$ -
1E	“Transportation Planning 101” Training	\$ 35
2	Project Goals and Objectives and Funding Assumptions	\$ 70
2A	Base Maps	\$ -
2B	Tech Memo 1, Policy Framework and Code Review	\$ -
2C	Tech Memo 2, Project Goals and Objectives and Evaluation Criteria	\$ -
2D	Tech Memo 3, TSP Financial Forecast	\$ -
2E	Project Flyer	\$ -
2F	Tech Memo 4	\$ -
2G	PMT Meeting #2	\$ 35
2H	TAC Meeting #1	\$ 35
2I	PAC Meeting #1	\$ -
3	Existing Transportation System and Needs Inventory	\$ 1,350
3A	Tech Memo 5, Existing Transportation System Gaps and Deficiencies Inventory	\$ 1,280
3B	Draft Tech Memo 6, Needs Analysis	\$ -
3C	Joint PMT and TAC Meeting #1	\$ 35
3D	PAC Meeting #2	\$ -
3E	Community and Virtual Community Meeting #1	\$ 35
4	Potential Solutions	\$ 35
4A	Draft Tech Memo 7	\$ -
4B	Draft Tech Memo 8	\$ -
4C	Joint PMT and TAC Meeting #2	\$ 35
4D	PAC Meeting #3	\$ -
5	Present Work to Date to PC and City Council	\$ 105
5A	PMT Meeting #3	\$ 35
5B	PC Meeting #1	\$ 35

5C	City Council Meeting #1	\$	35
5D	Final Tech Memo 6, Needs Analysis	\$	-
5E	Final Tech Memo 7, Regulatory Solutions	\$	-
5F	Final Tech Memo 8, TSP Solutions	\$	-
6	Refine Solutions: Develop Draft Planned and Financially Constrained Transportation Systems	\$	105
6A	Draft Tech Memo 9	\$	-
6B	Response to Joint PMT and TAC Comments	\$	-
6C	PAC Meeting #4	\$	35
6D	Community and Virtual Community Meeting #2	\$	35
6E	City Council and PC Joint Work Session #1	\$	35
6F	Final Tech Memo 9, Planned and Financially Constrained Transportation Systems	\$	-
7	Draft Updated TSP and Implementing Language	\$	-
7A	Draft Updated TSP	\$	-
7B	Metro and DLCD Notice	\$	-
7C	Recommended Updated TSP	\$	-
8	Adoption	\$	375
8A	City Council and PC Joint Work Session #2	\$	35
8B	TSP Staff Report and Findings	\$	-
8C	PC Adoption Hearings	\$	35
8D	City Council Adoption Hearings	\$	35
8E	Final Updated TSP	\$	-
8F	Final Updated TSP to Metro and DLCD	\$	240
8G	Title VI Report	\$	30
TOTAL Non-Contingency			2,110

CONTINGENCY TASKS/DELIVERABLES			
C1	Contingent	\$	70
9A	Contingent Meeting #1	\$	35
9B	Contingent Meeting #2	\$	35
TOTAL Contingency			70

TOTAL Non-Contingency + Contingency	\$	2,180
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1D-15 Hood River Westside Area Concept Plan

The goal of the Westside Area Concept Plan (“Project”) is to develop an integrated land-use and transportation plan for about a 450 acre site located within the City of Hood River (“City”) and Hood River County (“County”).

Project seeks to facilitate the development of workforce and affordable housing, refine the City’s Transportation System Plan (“TSP”) adopted in 2011 and the County’s TSP adopted in 2011, and apply smart growth development strategies. Project will recommend updated comprehensive plan and zoning designations and code changes as needed for the City and County consistent with the Project objectives. Adoptions of the plans are expected to occur following Project completion.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Project Kickoff	\$ 13,100
1A	Project Logo and Existing Conditions Maps	
1B	Project Kickoff Meeting, Tour and Refined Project Schedule	
1C	Stakeholder Interviews and Summary	
1D	PAC Roster and Interested Parties List (review draft outreach material)	
1E	Task 1 Project Website	
1F	Task 1 Check-In Organizational Meetings	
2	Context and Site Analysis	\$ 46,900
2A	Draft Tech Memo 1: Opportunities and Constraints Maps and Technical Memo	
2B	Draft Tech Memo 2: Vision Statement, Guiding Principles, and Evaluation Criteria	
2C	Draft Tech Memo 3: Land Use Program	
2D	Tech Memo 4: Land Use and Community Designs	
2E	PMT Meeting #1	
2F	TAC Meeting #1	
2G	PAC Meeting #1	
2H	PMT Meeting #2	
2I	TAC Meeting #2	
2J	PAC Meeting #2	
2K	Final Tech Memos 1, and 3; and Public Review Draft Tech Memo 2	
2L	Task 2 Project Website	
2M	Task 2 Check-in Organization Meetings	
3	Public Event #1	\$ 12,750
3A	Presentation Materials for Public Event #1	
3B	Public Event #1	
3C	Online Public Event # 1	
3D	Final Tech Memo 2: vision Statement, Guiding Principles, and Evaluation Criteria	
3E	Task 3 Project Website	
3F	Task 3 Check-in Organization Meeting	
4	Draft Westside Concept Plan and Alternatives	\$ 65,050
4A	PMT Workshop	
4B	Draft Westside Concept Plan Alternatives	

4C	Tech Memo 5: Policy Framework and Code Memo	
4D	Tech Memo 6: Funding Review and Funding Toolkit	
4E	PMT Meeting #3	
4F	TAC Meeting #3	
4G	PAC Meeting #3	
4H	Presentation Materials for Public Event #2	
4I	Public Event #2	
4J	Online Public Event #2	
4K	Joint City Council and Planning Commission Briefing	
4L	Final Tech Memo 5: Policy Framework and code memo; and 6: Funding Review and Funding Toolkit	
4M	Task 4 Project Website	
4N	Task 4 Check-in Organizational Meetings	
5	Preferred Alternative for Westside Concept Plan	\$ 69,600
5A	Preferred Alternative for Westside Concept Plan	
5B	PMT Meeting #4	
5C	TAC Meeting #4	
5D	PAC Meeting #3	
5E	Online Public Event #3	
5F	Joint Planning Commission and City Council Work Session	
5G	Task 5 Project Website	
5H	Task 5 Check-in Organizational Meetings	
6	Recommended Plans and Implementation	\$ 28,500
6A	Recommended Westside Concept Plan	
6B	Tech Memo 7: Recommended Comprehensive Plan Policy, Code, Transportation Planning rule Findings and TSP Amendment	
6C	Joint PMT Meeting and TAC Meeting #5	
6D	PAC Meeting #5	
6E	Task 6 Project Website Update	
6F	Task 6 Check-in Organizational Meetings	
	TOTAL Non-Contingency	235,900
CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ 5,350
C1	Contingency Code Development	
	TOTAL Contingency	5,350
TOTAL Non-Contingency + Contingency		\$ 241,250

1E-15 Portland Enhanced Transit Corridors Plan

This Project will produce several key benefits for the transportation system in the City of Portland (“City”). The Project will focus on transit lines with 15 minutes or better service most of the day, every day of the week, denoted Frequent Service by TriMet. The Enhanced Transit Corridors (“ETC”) Plan will, for the first time, establish clear and objective operational performance measures and thresholds to define what success looks like for the most heavily used Frequent Service lines. These will be used on an ongoing basis by the City and TriMet to guide the prioritization of capital and operational investments in the newly-defined ETC. The second major benefit of Project is that it will assess both current and projected future performance of Frequent Service lines through analysis of projected growth in transit demand and how well that demand can be absorbed by planned levels of transit service.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Project Management and Agency and Public Involvement	\$ 18,920
1A	PMT Check-ins (up to 24 @ \$430) (task 1.1)	
1B	Memo #1 (task 1.3)	
1C	Fact Sheets (task 1.4)	
2	Define Network of Candidates Corridors, Segments and Hot Spots	\$ 4,000
2A	Comment on Map and List of Candidate Corridors (task 2.1)	
2B	TAC Meeting #1 (Attendance and Summary) (task 2.2)	
3	Existing and Projected Conditions	\$ 11,500
3A	Memo #2 (task 3.1)	
3B	Enhanced Corridor Base Maps (task 3.2)	
4	Define a Methodology for Identifying and Prioritizing Enhanced Transit Corridors	\$ 7,900
4A	Memo #3 (task 4.1)	
5	Identify Potential Capital and Operational Improvements Toolbox	\$ 27,400
5A	Memo #4 (task 5.1)	
5B	TAC Meeting #2 (Attendance, Presentation and Summary) (task 5.2)	
5C	Public and Stakeholder Outreach Events Set #1 (task 5.3)	
6	Evaluate and Identify Priority Enhanced Transit Corridors	\$ 17,500
6A	Memo #5 (task 6.1)	
6B	TAC Meeting #3 (task 6.2)	
7	Develop Conceptual Investment Report for Top Priority Tier Enhanced Transit Corridors	\$ 20,000
7A	Memo #6 (task 7.1)	
7B	TAC Meeting #4 (Attendance, Presentation, and Summary) (task 7.2)	
7C	Public and Stakeholder Outreach Events Set #2 (Attend 2 events; Master Presentation and Materials for all events; and Summary for Set 2 events) (task 7.3)	
8	Refinement and Implementation Plan	\$ 32,600
8A	Memo #7 (task 8.1)	
8B	Draft and revised Recommended ETC Plan (task 8.2)	
8C	TAC Meeting #5 (Attendance, Presentation, and Summary) (task 8.3)	
	TOTAL Non-Contingency	139,820

CONTINGENCY TASKS/DELIVERABLES		
C1	Contingent	
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency	\$ 139,820
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1F-15 Metro Transit System Expansion Policy

This Transit System Expansion Policy ("TSEP") Project will evaluate the performance of and refine the regional transit vision, conduct research of approaches to transit investment prioritization by other regions and Metropolitan Planning Organizations, and develop transit prioritization criteria based on readiness, performance, and best practices from other regions. Criteria must include land use and transportation performance as well as other local readiness factors.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Refinement of the Regional Transit Vision	\$ 26,600
1A	Task 1 PMT Meetings (4 meetings @ \$1,025 each)	
1B	Draft Technical Memorandum #1: Additional Evaluation Criteria	
1D	Draft Technical Memorandum #2: Opportunities and Constraints	
1E	Stakeholder Review #1	
1F	Final Technical Memorandums #1 and #2	
2	Research on Transit Investment Prioritization and Best Practices	\$ 27,900
2A	Task 2 PMT Meetings (3 meetings @ \$1,150 each)	
2B	Draft Technical Memorandum #3: Transit Investment Prioritization Research	
2C	Draft Technical Memorandum #4: Recommended Best Practices for Transit Investment Prioritization	
2D	Stakeholder Review #2	
2E	Final Technical Memorandums #3 and #4	
3	Development of Readiness and Performance Criteria	\$ 57,200
3A	Task 3 PMT Meetings (5 meetings @ \$840 each)	
3B	Draft Technical Memorandum #5: HCT Investment Readiness and Performance Criteria Recommendations	
3C	Draft Technical Memorandum #6: Transit Supportive Elements Criteria and Methods	
3D	Draft Technical Memorandum #7: Test Results and Recommended Readiness and Performance Criteria	
3E	Stakeholder Review #3	
3F	Final Technical Memorandums #5, #6, and #7	\$ -
TOTAL Non-Contingency		111,700
CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ 3,000
1C	Supplemental Evaluation Results	
TOTAL Contingency		3,000
TOTAL Non-Contingency + Contingency		\$ 114,700

2B-15 Salem Winter - Maple Bikeway and Pedestrian Plan

The City of Salem’s (“City”) Transportation System Plan (“TSP”) Bicycle Element (adopted in 2014) identifies the Winter-Maple Family Friendly Bikeway (“WMFFB”) as a Tier 1–High Priority project for implementation. While the general alignment has been approved, specific physical, operational, and signage improvements are necessary to create an attractive, safe and convenient route for bicycling and walking while providing local access at appropriate speeds. Deliverables for the Project include concept design plans for Winter Street NE and Maple Avenue NE, consisting of a plan view, typical cross-sections, and conceptual drawings where necessary to illustrate specific proposed improvements.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Public Involvement and Interagency Coordination	\$ 8,820
1A	Organizational Meeting	
1B	PMT Meetings (Up to 40 @ \$140.00 per call or in-person meeting)	
1C	Progress Reports (Up to 18 @ \$150 per progress report)	
2	Document Existing Conditions	\$ 33,750
2A	Transportation Analysis Memo	
2B	Joint TAC and PAC Meetings #1	
2C	Needs, Opportunities, Constraints, and Tools Memo	
2D	TAC Meeting #2	
2E	PAC Meeting #2	
3	Conduct Public Workshops	\$ 34,090
3A	Public Workshop #1	
3B	Proposed Conceptual Design	
3C	TAC Meeting #3	
3D	PAC Meeting #3	
3E	Public Workshop #2	
3F	TAC Meeting #4	
3G	PAC Meeting #4	
4	Prepare Final BPP & Adopt	\$ 23,290
4A	Draft BPP	
4B	TAC Meeting #5	
4C	PAC Meeting #5	
4D	Joint Planning Commission and City Council Work Session	
4E	Adoption Draft BPP	
4F	Planning Commission Public Hearing	
4G	City Council Public Hearing	
4H	Final BPP	
	TOTAL Non-Contingency	99,950

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	
	TOTAL Contingency	-

TOTAL Non-Contingency + Contingency

\$

99,950

2D-15 LCTSD Transit Development Plan

The purpose of the Lincoln County Transportation Service District Transit Development Plan project ("Project") is to provide strategic guidance to the Lincoln County Transit Service District ("LCTSD") to increase ridership by making enhancements to LCTSD's public transportation services. The Project will consider the location and frequency of transit services, siting of highly visible transit stops and facilities, and coordination with the five-county transit alliance, Northwest Oregon Transit Alliance ("NWOTA"), over the 20-year planning period. The Project will examine how existing urban and outlying rural services can be improved and better integrated and coordinated to meet the needs expected from future regional growth and tourism. The Transit Development Plan ("TDP") will serve as the basis for the transit element of transportation system plans ("TSPs) adopted by local jurisdictions within LCTSD's service area.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Project Initiation and Existing Conditions	\$ 62,300
1A	PMT Meeting #1 and Refined Schedule	
1B	Study Area Tour	
1C	Draft Memo #1	
1D	Outreach and Coordination Calls (up to 12 @ \$230 per call)	
1E	Draft Memo #2	
1F	Project Web Page	
1G	Customer Survey #1	
1H	Title VI Survey	
1I	Focus Groups	
1J	Outreach Efforts	
1K	Driver Survey	
1L	PMT Meeting #2	
1M	TAC Meeting #1	
1N	Updated Memo #1	
1O	Updated Memo #2	
2	Land Use Impact on Future Transportation Needs and Evaluation Framework	\$ 31,260
2A	Draft Memo #3	
2B	Draft Memo #4	
2C	PMT Meeting #3	
2D	TAC Meeting #2	
2E	Updated Memo #3	
2F	Updated Memo #4	
2G	Project Web Page Update	
3	Envision Future Service Opportunities, Evaluation, and Prioritization	\$ 25,020
3A	Draft Memo #5	
3B	PMT Meeting #4	
3C	TAC Meeting #3	
3D	Updated Memo #5	
3E	Project Webpage Update	

4	Transit Benchmarks and Monitoring	\$ 13,230
4A	Draft Memo #6	
4B	PMT Meeting #5	
4C	TAC Meeting #4	
4D	Updated Memo #6	
4E	Project Web Page Update	
5	Draft TDP	\$ 29,710
5A	PMT Meeting #6 and Draft TDP Outline	
5B	Draft TDP	
5C	PMT Meeting #7	
5D	TAC Meeting #5	
5E	Open Houses #1-4	
5F	Customer Survey #2	
5G	Revised TDP	
5H	Project Web Page Update	
6	Adoption	\$ 5,780
6A	LCTSD Board of Commissioners Work Session	
6B	LCTSD Board of Commissioners Adoption Hearing	
6C	Final TDP	
	TOTAL Non-Contingency	167,300

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

TOTAL Non-Contingency + Contingency	\$ 167,300
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2E-15 Yamhill County Transit Development Plan

The purpose of the Yamhill County Transit Area Transit Development Plan project (“Project”) is to provide strategic guidance to the Yamhill County Transit Area (“YCTA”) for the provision of a sustainable and innovative transit system in a county that serves urban and rural users over the 20-year planning period. The Project will examine how existing urban and outlying rural services can be improved and better integrated and coordinated to meet the needs expected from future regional growth and tourism. The Transit Development Plan (“TDP”) will serve as the basis for the transit element of transportation system plans (“TSPs”) adopted by local jurisdictions within YCTA’s service area.

NON-CONTINGENCY TASKS/DELIVERABLES		\$ 10,800
1	Project Management	\$ -
1A	Project Schedule	
1B	PMT Conference Calls (Up to 10 @ \$330 per call)	
1C	Monthly Progress Reports (Up to 18 @ \$300 per progress report)	
2	Project Initiation and Existing Conditions	\$ 70,270
2A	Background Information	
2B	PMT Meeting #1 and Refined Project Schedule	
2C	Project Web Page	
2D	On-Board Customer Survey #1	
2E	Focus Groups	
2F	Operator Survey	
2G	Outreach Effort #1	
2H	Draft and Revised Memo #1	
2I	PAC Meeting #1	
2J	Draft and Revised Draft Memo #2	
2K	Final Memo #1	
3	Land Use Impacts and Future Transportation Needs	\$ 8,120
3A	Potential Transit Service Areas	
3B	Transit Costs	
4	Financial Analysis	\$ 3,350
4A	Future Funding Scenarios	
5	Planning Framework	\$ 17,230
5A	Draft and Revised Draft Memo #3	
5B	PMT Meeting #2	
5C	PAC Meeting #2	
5D	Final Memo #2	
5E	Final Memo #3	
5F	Project Web Page Update	
6	Solution Strategies	\$ 39,790
6A	Draft and Revised Draft Memo #4	
6B	PMT Meeting #3	
6C	PAC Meeting #3	

6D	Outreach Effort #2	
6E	Final Memo #4	
6F	Project Web Page Update	
7	Service Design and Supporting Programs	\$ 24,390
7A	Draft and Revised Draft Memo #5	
7B	PMT Meeting #4	
7C	PAC Meeting #4	
7D	Final Memo #5	
7E	Project Web Page Update	
8	Draft TDP	\$ 16,650
8A	TDP Outline	
8B	Draft TDP	
8C	PMT Meeting #5	
8D	Revised Draft TDP	
8E	Project Web Page Update	
9	TDP Adoption	\$ 2,760
9A	Joint Yamhill County Special Transportation Fund Committee and YCTA Board of Commissioners Work Session	
9B	Final TDP	
	TOTAL Non-Contingency	193,360
CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ 1,540
10A	Contingent Board of Commissioners or Other Project Meetings	
	TOTAL Contingency	1,540
TOTAL Non-Contingency + Contingency		\$ 194,900

3A-15 Oakland Multi-Use Path Implementation Strategy

The City of Oakland’s multi-use path (“Path”) will provide a convenient, non-automobile transportation alternative for local trips within the community. The Multi-Use Path Implementation Strategy (“MPS”) will identify access points, preferred alignments, key street crossing options, Path standards, design elements, regulatory requirements, preliminary cost estimates, and potential sources of funding while ensuring compliance with local standards.

The Path will offer an alternative transportation option for City residents and tourists. The proposed Path will provide convenient and safe access to attractions within City, reduce reliance on automobiles, and address the bicycle and pedestrian constraints that exist within the City.

The MPS will outline safer options for school commuting, appropriate for the elementary age group. Many parents drive their children to school, even some who live very close to the schools. Parents and children have commonly expressed their concerns about safety, especially for the elementary age group. A safe, interconnected path system will provide an attractive, car-free mobility option for many families that enables a more active lifestyle for both children and adults. A path system will provide infrastructure to serve wheelchair users and other members of the community with disabilities that affect their mobility. Finally, the MPS will include recognition of the value of a community meeting space.

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Public Involvement	\$ -
2	Project Goals and Objectives	\$ -
3	Baseline Information	\$ -
4	Conceptual Path Options	\$ -
5	Preferred Path Option	\$ -
6	Multi Use Path Strategy Production	\$ -
TOTAL Non-Contingency		-

CONTINGENCY TASKS/DELIVERABLES		
C1	CONTINGENCY TASK NAME 1	\$ -
TOTAL Contingency		\$ -

TOTAL Non-Contingency + Contingency		\$ -
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3B-15 Coquille Indian Tribe Comprehensive Plan

The Coquille Tribal Council has made the completion of a comprehensive land use plan (“Comprehensive Plan”) a priority and included it in the most recent Tribal Strategic Plan. The Purpose of the Comprehensive Plan Project is to produce a Comprehensive Plan for Coquille Indian Tribe (“CIT”) properties (“Properties”), focusing on multimodal transportation, planning, and redevelopment opportunities for Properties in trust (“Trust Properties”) or in fee (“Fee Properties”) as defined by the Bureau of Indian Affairs. The Comprehensive Plan will guide and inform the transportation infrastructure development and land use designations. Project will include public outreach and involvement, interagency coordination, and a land use inventory.

The Project will consider how to connect land uses to the Property core, as well as to access roads outside the Property. The transportation network will be planned to assure multimodal access, including access for people traveling on foot and by bicycle.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Public Involvement	\$ 13,870
1A	Kick-off Meeting, Site Visit and Summary	
1B	PMT Teleconferences (up to 13 @ \$240 ea)	
1C	Project Webpage Content	
2	Existing Policies, Goals and Objectives, Community Vision	\$ 13,150
2A	Community Questionnaire Memorandum	
2B	CIT Interviews Memorandum	
2C	Stakeholders Interview Memorandum	
2D	Draft TM #1	
3	Conditions	\$ 34,700
3A	Draft TM #2	
3B	Traffic Methodology and Assumptions Memorandum	
3C	CPWT Meeting #1	
3D	Final, TM #1 and Final TM #2	
4	Opportunities and Constraints	\$ 19,200
4A	Draft TM #3	
4B	CPWT Meeting #2	
4C	Final TM #3	
5	Alternatives Development	\$ 43,400
5A	Project Review Meeting	
5B	Draft TM #4	
5C	CPWT Meeting #3	
5D	Public Meeting #1	
5E	Final TM #4	
6	Preferred Alternative	\$ 33,700
6A	Draft TM #5	
6B	CPWT Meeting #4	
6C	Public Meeting #2	
6D	Final TM #5	
7	Comprehensive Plan	\$ 24,000

7A	Draft Comprehensive Plan	
7B	Tribal Council Presentation	
7C	Revised Comprehensive Plan	
7D	Final Comprehensive Plan	
TOTAL Non-Contingency		182,000

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ 10,875
C1	Additional Meetings One Consultant (3 @ \$2,075)	
C2	Additional Meetings Two Consultants (1)	
TOTAL Contingency		10,875

TOTAL Non-Contingency + Contingency		\$ 192,895
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4A-15 Mosier TSP

The City of Mosier (“City”) seeks to develop a complete Transportation System Plan (“TSP”) with a focus on creating a safe, equitable, and welcoming multimodal transportation system that supports regional tourism development, allows for the movement of agricultural products, and encourages active modes of transportation. Mosier is experiencing a critical period of growth and a TSP is needed to establish street improvement requirements for current commercial and residential development, to plan for upcoming downtown development opportunities, and to enhance quality of life standards for its residents.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Project Management	\$ 10,850
1A	Comments on draft Committee Rosters (1.1)	
1B	Refined Project Schedule (1.2)	
1C	Kickoff Meeting (1.3)	
1D	Public Involvement Plan (1.4)	
1E	Teleconferences (1.5)	
1F	Online Presence (1.6)	
2	Plans and Policy Review	\$ 8,630
2A	Document Review (2.1)	
2B	Methodology Memorandum (2.2)	
2C	Draft Tech Memo #1 (2.3)	
2D	Draft Tech Memo #2 (2.4)	
2E	PAC Meeting #1 (2.5)	
2F	Final Tech Memo #1 and Final Tech Memo #2 (2.6)	
3	Develop Transportation System Inventory and Existing Conditions	\$ 24,810
3A	Draft Tech Memo #3 (3.1)	
3B	Draft Tech Memo #4 (3.2)	
3C	PAC Meeting #2 (3.3)	
3D	Final Tech Memo #3 and Final Tech Memo #4 (3.4)	
4	Prepare Future Conditions Analysis	\$ 7,160
4A	Draft Tech Memo #5 (4.1)	
4D	PAC Meeting #3 (4.2)	
4C	Final Tech Memo #5 (4.3)	
5	Development and Analysis of Alternatives	\$ 19,260
5A	Meeting Mailer (5.1)	
5B	Demonstration Project(s) (5.2)	
5C	Public Workshop #1 (2.3)	
5D	Draft Tech Memo #6 (5.4)	
5E	PAC Meeting #4 (5.5)	
5F	Final Tech Memo #6 (5.6)	
6	Identification of Preferred and Cost-Constrained Alternatives	\$ 5,460
6A	Draft Tech Memo #7 (6.1)	
6B	PAC Meeting #5 (6.2)	

6C	Final Tech Memo #7 (6.3)	
7	Draft TSP, Implementing Ordinances and Findings of Fact and Conclusions of Law	\$ 16,100
7A	Draft TSP (7.1)	
7B	Draft Implementing Ordinances and Draft Findings (7.2)	
7C	Meeting Mailer #2 (7.3)	
7D	Public Workshop #2 (7.4)	
7E	PAC Meeting #6 (7.5)	
7F	Adoption Draft TSP, Adoption Draft Implementing Ordinances, and Final Findings (7.6)	
8	Adoption	\$ 4,270
8A	Supporting Materials and Language, up to 20 hours in 2 hour increments (8.1)	
8B	City Council Hearing (8.2)	
8E	Final TSP and Final Implementing Ordinances (8.3)	
	TOTAL Non-Contingency	96,540

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	\$ 3,790
C1	3.2.A. Non-Automobile Transportation Analyses	
C2	3.2.B. Safety Analyses	
	TOTAL Contingency	3,790

TOTAL Non-Contingency + Contingency	\$ 100,330
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4B-15 Redmond Neighborhood Revitalization Plan

The Neighborhood Revitalization Plan project (“Project”) will produce a plan for the City of Redmond (“City”) that will improve transportation choices and is consistent with the Great Neighborhood Principles (“GNP”) contained within the adopted City Comprehensive Plan. City’s neighborhoods will benefit from improved multimodal choices, access to neighborhood and community amenities, and improved connectivity.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Project Management Tasks	\$ 16,900
1A	Kick-off Meeting and Site Tour	
1B	PMT Meetings (up to 10 @ \$230)	
1C	Stakeholder Interviews	
1D	Project Website	
1E	Refined Project Schedule	
2	Existing and Future Condition	\$ 31,000
2A	Draft Tech Memo #1	
2B	PAC #1	
2C	Public Presentation #1	
2D	Final Tech Memo #1	
3	Identification of Opportunities and Potential Solutions	\$ 16,600
3A	Draft Tech Memo #2	
3B	PAC Meeting #2	
3C	Public Presentation #2	
3D	Final Tech Memo #2	
4	Implementation Strategy	\$ 28,500
4A	Draft Tech Memo #3	
4B	PAC #3	
4C	Public Presentation #3	
4D	Final Tech Memo #3	
5	Neighborhood Revitalization Plan	\$ 14,300
5A	Draft Neighborhood Revitalization Plan	
5B	Adoption Draft Neighborhood Revitalization Plan	
6	Adoption of Neighborhood Revitalization Plan	\$ 7,700
6A	Joint Planning Commission and City Council Work Session	
6B	Planning Commission Hearing	
6C	City Council Hearing	
6D	Final Neighborhood Revitalization Plan	
6E	Title VI Report	
TOTAL Non-Contingency		115,000
CONTINGENCY TASKS/DELIVERABLES		

C1	Contingent	\$	-
	<i>TOTAL Contingency</i>		-

	<i>TOTAL Non-Contingency + Contingency</i>	\$	115,000
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4C-15 Crook County TSP Update

The Crook County Transportation System Plan Update (“Project”) will update Crook County’s (“County”) existing Transportation System Plan (“TSP”), last updated in 2005. Since then, 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 needs are shifting as the community transitions from a predominately rural economy to becoming an integral part of Central Oregon’s regional economy. 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 must address all modes of transportation and incorporate intelligent transportation systems (“ITS”) to enhance traffic safety and efficient movement of freight and system users. Updated TSP must 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 660-12, also known as the Transportation Planning Rule (“TPR”), and the Oregon Highway Plan.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Project Management	\$ 9,400
1A	Kick-off Meeting Conference Call	
1B	Teleconferences (up to 6 at \$650 per meeting)	
1C	Project Website	
1D	Refined Project Schedule	
2	Public Involvement and Outreach	\$ 30,600
2A	1 TAC Conference Call at \$3,000; Joint TAC and PAC Meetings (up to 4 at \$5,000 per meeting)	
2B	Meeting Mailers (2 at \$550 per Meeting Mailer)	
2C	Public Project Presentations (2 at \$2,300 per presentation)	
2D	VOH (2 at \$950 per VOH)	
3	Plans and Policy Review	\$ 8,700
3A	Draft Tech Memo #1	
3B	Draft Tech Memo #2	
3C	Final Tech Memo #1	
3D	Final Tech Memo #2	
4	Transportation System Inventory and Existing Conditions	\$ 24,900
4A	Methodology Memorandum	
4B	Draft Tech Memo #3	
4C	Final Tech Memo #3	
5	Future Conditions Analysis	\$ 5,450
5A	Draft Tech Memo #4	
5B	Final Tech Memo #4	
6	Development and Analysis of Alternatives	\$ 20,250
6A	Draft Tech Memo #5	
6B	Final Tech Memo #5	

7	Draft Updated TSP, Implementing Ordinances and Findings	\$ 18,800
7A	Draft Updated TSP	
7B	Draft Implementing Ordinances	
7C	Draft Findings	
7D	Adoption Draft Updated TSP	
7E	Adoption Draft Implementing Ordinances	
7F	Final Findings	
8	Adoption	\$ 15,900
8A	Joint Planning Commission and County Court Work Session(1)	
8B	Planning Commission Hearings (1)	
8C	Crook County Court Hearing (1)	
8D	Final Updated TSP	
	TOTAL Non-Contingency	134,000
CONTINGENCY TASKS/DELIVERABLES		
C1	Contingent	\$ -
	TOTAL Contingency	-
TOTAL Non-Contingency + Contingency		\$ 134,000

5A-15 CTUIR Mission Community Master Plan

The purpose of the Mission Community Master Plan (“Project”) is to assist the Confederated Tribes of the Umatilla Indian Reservation (“CTUIR”) plan and coordinate development of a vibrant multi-modal community that fosters economic vitality, cultural connectedness, health and well-being. The Project will focus on integrating pedestrian-scale development patterns to create a more walkable community that accommodates bicycle and horse transportation as well as supports the existing tribal Kayak Transit System.

The Project will also result in amendments to the 2001 CTUIR Transportation System Plan (“TSP”) and supportive implementing codes to accommodate infill development and transportation-related needs of the community.

NON-CONTINGENCY TASKS/DELIVERABLES		Direct Expenses
1	Project Reconnaissance	\$ 19,800
1.2	Background Documents review	
1.3	PMT Meeting #1: Project Kick-off	
1.4b	Project Area Map	
1.5b	Existing Land Use Classification Map	
1.6b	Natural and Cultural Resources Inventory Map	
1.7	Market Analysis Technical Approach and Standards Memorandum	
1.8a	2001 CTUIR TSP Inventories review	
1.8b	Existing Transportation System Inventory Maps	
1.1	TM #1: Draft Plan, Goals and Policies	
1.11	TM #2: Draft Vision Statement and Evaluation Matrix	
2	Public Outreach	\$ 16,850
2.1	PMT #2: Project Scoping Tour	
2.2b	Youth Outreach consultation, Base Map and support materials	
2.3a	Activity Centers Quest consultation and source materials	
2.3b	Hidden Gems Handbill, Flier and Media Notice	
2.4	AC Meeting #1	
3	Facts and Findings	\$ 25,050
3.1	Historical Development Pattern Report review	
3.2	Transportation Technical Standards Memorandum	
3.3	TM #3: Baseline and Future Transportation System Assessment	
3.6	TM #4: Housing and Commercial Analysis	
3.7	AC Meeting #2	
3.8	Stakeholder Meeting #1: Future Mission Community	
3.9	Stakeholder Meeting #2: SRTS and Active Transportation	
3.10	PMT Meeting #3	
4	Opportunities and Constraints	\$ 19,850
4.1	TM #5: Market Analysis and Future Lands Needs Report	
4.2	Active Transportation and Community Lifestyle 101 Packet	
4.3	AC Meeting #3	

4.4b	Mission Community Visioning Workshop	
4.5	PMT Meeting #4	
5	Alternatives Outreach	\$ 42,550
5.1	Walking Access and Safe Routes to School Survey	
5.2	Livable Mission Community Interactive Online Map	
5.3	TM #6: Funding Resources	
5.4	Alternative Development Concepts	
5.5	Draft Alternative Conceptual Design Graphics	
5.6	Design Report: Street and Transit Supportive Standards	
5.7	Health Impact Analysis	
5.8	AC Meeting #4	
5.9b	Mission Community Open House #2	
5.10	PMT Meeting #5	
6	Concept Refinement	\$ 29,950
6.1	Revised Conceptual Design Graphics	
6.2	Local and Regional Network Preliminary Environmental Assessment	
6.3	TM #7: Analysis of Alternative Mobility Conditions	
6.4	Draft Future Transportation System Inventory Maps	
6.5	Preliminary Cost Estimates and Capital Improvement Project Evaluation	
6.6	Freight Stakeholder Packet	
6.7	AC Meeting #5	
6.8	Stakeholder Meeting #3: Department Partnerships	
6.9b	Mission Community Open House #3	
6.10	PMT Meeting #6	
7	Develop Master Plan and Code Amendments	\$ 16,750
7.1	Draft Transportation Financing Plan	
7.2	Draft Implementation Plan	
7.3	PMT Meeting #7	
7.4	Revised Policy and Recommended Code Provisions	
8	Public Presentations	\$ 16,500
8.1	Draft Mission Community Master Plan	
8.2b	NRC Meeting Presentation	
8.3	Findings Report and Code Amendments Recommendation	
8.5	PMT Meeting #8	
9	Final Products	\$ 7,800
9.1	Final Mission Community Master Plan	
9.2	Final Policy and Recommended Code Provisions	
9.3b	BOT Presentation attendance	
	TOTAL Non-Contingency	195,100

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

TOTAL Non-Contingency + Contingency	\$ 195,100
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