

Developing a project approach and budget

Approach

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

Budget

The 2021 TGM Grant Application Form asks applicants to estimate costs for reimbursement of the applicant and a consultant (either or both) based on their proposed approach. For the majority of TGM projects, a consultant prepares most project deliverables. The factors that typically influence consultant costs include:

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

The following table summarizes the costs for the most common types of TGM projects in the TGM-17, TGM-18, and TGM-19 cycles.

Consultant Costs for Common TGM Projects

	High	Low	Average
TSP and TSP Updates	\$300,000	\$140,000	\$190,000
TSP Refinement including TSP Elements and Transit Development Plans	\$445,000	\$120,000	\$185,000
Integrated Land Use & Transportation Plans	\$300,000	\$100,000	\$100,000

Contact

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

Tasks and costs for TGM projects within the last 3 years

<i>File Code</i>	<i>Jurisdiction</i>	<i>Project Title</i>
TGM-19		
1A-19	City of Oregon City	Updated Comprehensive Plan
1B-19	City of Portland	Lower SE Rising Area Plan - IGA Only
1C-19	City of Portland	Parkrose Neighborhood Action Plan
1D-19	TriMet	Transit Oriented Development Plan
	City of Albany	East Albany Plan
2B-19	City of Cannon Beach	Transportation System Plan
2C-19	City of Jefferson	Transportation System Plan Update
2D-19	Clatsop County	Tsunami Evacuation Facilities Improvement Plan
3A-19	City of Coos Bay	Front Street Blueprint
3B-19	Umpqua Public Transportation District	Transit Master Plan
4B-19	Wasco County & Mid- Columbia Economic Development District	Transportation Development Plan
TGM-18		
1A-18	City of King City	Transportation System Plan and Land Use Refinement
1B-18	City of Sandy	TSP Update
1C-18	Clackamas County	Transit Development Plan
1D-18	TriMet	Pedestrian Plan
1E-18	Washington County	Tualatin Valley Trail Refinement Plan
2B-18	City of Independence	TSP Update
2C-18	City of Monroe	Riverside District Master Plan
2D-18	Yamhill County	Yamhelas Westsider Trail Master Plan
3A-18	City of Ashland	Revitalize Downtown Ashland
3B-18	Coos County	Transit Master Plan
4A-18	Klamath County	TSP Update
5A-18	City of Ontario	Active Transportation Update and East Idaho Avenue Refinement Area Plan
TGM-17		
1A-17	City of Gresham	Clackamas to Columbia (C2C) Corridor Plan
1B-17	City of Portland	Columbia/Lombard Mobility Corridor Plan
1C-17	City of Sandy	Updated Transit Master Plan
1D-17	South Clackamas Transit District	Transit Development and Master Plan Update
1E-17	Washington County	Strategic Solutions for First Mile/Last Mile Transit Connections Plan
2A-17	City of McMinnville	Three Mile Lane Overlay/Area Plan Update
2B-17	City of Oakridge	TSP Update
2C-17	City of Waldport	TSP Update
3A-17	City of Medford	Liberty Park Neighborhood Plan
3B-17	City of Sutherlin	TSP Update
4A-17	Central Oregon Intergovernmental Council	Cascades East Transit Development Plan
5A-17	City of John Day	Innovation Gateway Area Plan

1A-19 Oregon City Updated Comprehensive Plan

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

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

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

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

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

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

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

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

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

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

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

TOTAL Non-Contingency + Contingency	\$ 31,250
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1D-19 TriMet Transit Oriented Development Plan

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

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

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

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

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

TOTAL Non-Contingency + Contingency		\$ 299,250
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2B-19 Cannon Beach TSP

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

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

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

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

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

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Reconnaissance and Kickoff	\$ 17,000
1A	Gather Background Information	
1B	Project Management Conference Calls, up to 20	
1C	Project Schedule	
1D	Project Kickoff Meeting	
1E	Project Website	
1F	Draft Memorandum #1: Project Goals and Objectives	
1G	PAC Meeting #1	
2	Transportation System Conditions, Deficiencies, and Needs	\$ 34,400
2A	Stakeholder Outreach, up to 6	
2B	Transportation Analysis Methodology and Assumptions Memorandum	
2C	Draft Memorandum #2: Transportation System Conditions, Deficiencies, and Needs	
2D	PAC Meeting #2	
3	Public Event #1	\$ 10,100
3A	Presentation Materials for Public Event #1	
3B	Public Event #1	
3C	Revised Memorandum #1	
3D	Revised Memorandum #2	
4	Transportation System Improvements	\$ 27,400
4A	Draft Memorandum #3: Proposed Transportation System Improvements	
4B	Draft Memorandum #4: Costs and Potential Funding Strategies for Proposed Improvements	
4C	PAC Meeting #3	
4D	Joint Planning Commission and City Council Work Session	
4D	Task 4 Publicity review, comment and translate (Subtask 4.4)	
5	Public Event #2	\$ 11,800
5A	Presentation Material for Public Event #2	
5B	Public Event #2	
5C	Revised Memorandum #3	
5D	Revised Memorandum #4	
6	Implementation Measures	\$ 10,100
6A	Draft Memorandum #5: Plan and Development Code Amendments	
6B	PAC Meeting #4	

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

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

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

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

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

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

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

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

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

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

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

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

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

3B-19 UPTD Transit Master Plan

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

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

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

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

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

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

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

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

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

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

CONTINGENCY TASKS/DELIVERABLES		
C	Contingency Tasks	
	TOTAL Contingency	

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

1E-18 Washington County Tualatin Valley Trail Refinement Plan

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

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

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

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

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

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

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

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Management	\$ 15,600
1A	Kick-off Meeting	
1B	PMT Teleconferences (8 @ \$___ each)	
1C	Public Involvement and Communications Plan	
1D	Stakeholder Database and Comment Log	
1E	Project Website	
1F	Overview Video	
1G	Project Fact Sheet	
1H	Refined Project Schedule (Subtask 1.9)	
2	Plans and Policy Review	\$ 13,100
2A	Draft Tech Memo #1: Plans and Policy Framework	
2B	Analysis Methodology and Assumptions Memorandum	
2C	Draft Tech Memo #2: Goals, Objectives, and Evaluation Criteria	
2D	Final Tech Memo #1	
2E	Revised Tech Memo #2	
3	Transportation System Inventory and Existing Conditions	\$ 53,200
3A	Draft Tech Memo #3: Existing Conditions Inventory and Analysis	
3B	TAC Meeting #1	
3C	CAC Meeting #1	
3D	Task 3 Publicity	
3E	Comments on Community and Small Group Briefing #1 PowerPoint	
3F	Open House and Workshop #1	
3G	Online Open House #1	
3H	Final Tech Memos #2 and #3	
4	Future Conditions and Alternatives Development and Analysis	\$ 36,300
4A	Draft Tech Memo #4: Future Systems Conditions	
4B	Draft Tech Memo #5: Alternatives Analysis and Funding Program	
4C	TAC Meeting #2	
4D	CAC Meeting #2	
4E	Task 4 Publicity	
4F	Comments on Community and Small Group Briefing #2 PowerPoint	
4G	Open House and Workshop #2	
4H	Online Open House #2	
4I	Final Tech Memos #4 and #5	
5	Identification of Preferred and Cost-Constrained Alternatives	\$ 21,600
5A	Draft Tech Memo #6: Preferred Alternatives	

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

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

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

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

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

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	
TOTAL Contingency		

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

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

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

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

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

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

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

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

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

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

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

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

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	
	TOTAL Contingency	

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

CONTINGENCY TASKS/DELIVERABLES		
C	Contingent	
	TOTAL Contingency	

TOTAL Non-Contingency + Contingency	\$ 238,250
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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]	
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)	
1B	Input on Project Timeline Updates (up to 9)	
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)	
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		
9	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	\$ 52,620

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)	
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	
6B	In-Person Outreach Event #2	
6C	Web Survey #2	
6D	City Council Briefing #3	

7	Updated Transit Master Plan	\$ 4,250
7A	Draft Updated TMP	
7C	Final Updated TMP	
7E	Project Web Page Update Material	
	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	
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)	
2	Identify and Analyze Existing Conditions and Forecast Conditions	\$ 57,700
2.1	Memorandum #1: Existing Land Use and Zoning Analysis (Draft, Revised and Final)	
2.2	Methodology Memorandum (Draft and Revised)	
2.3	Memorandum #2: Existing Transportation Operations and Safety Analysis (Draft, Revised and Final)	
2.4	Conditions Booklet (Draft and Revised)	
2.5	Memorandum #3: Economic Analysis (Draft and Revised)	
2.6	Draft Memorandum #4: Evaluation Criteria (Draft and Revised)	
2.7	Initial Outreach Presentation Materials	
2.8	TAC Meeting #1 (Materials, Attendance and Presentation)	
3	Public Outreach #1	\$ 10,900
3.1	Initial Project Outreach and Publicity for Public Event #1 (Review and Comment)	
3.2	CAC Meeting #1	
3.3	Final Memorandum #3	
3.4	Presentation Material for Public Event #1	
3.5	Public Event #1	
4	Tier 1 Screening of Land Use Options and Facility Design	\$ 30,500
4.1	Final Memorandum #4	
4.2	Draft Memorandum #6: Tier 1 Screening of Land Use Options and Facility Design	
4.3	Design Booklet (Draft and Revised)	

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

2B-17 Oakridge TSP Update

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

NON-CONTINGENCY TASKS/DELIVERABLES		Consultant Costs
1	Project Reconnaissance and Kickoff	\$ 23,400
1A	Draft Memorandum #1: Background Information Summary	
1B	Project Schedule	
1C	Project Kickoff Meeting	
1D	Project Website	
1E	Draft Memorandum #2: Project Goals and Objectives	
1F	Draft Memorandum #3: Funding for Transportation System Improvements	
1G	PAC Meeting #1	
1H	Project Management Team Meetings (up to 8)	
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	
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)	
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)	
1B	Community Engagement Plan	
1C	Content for Community Engagement Materials (up to 2)	
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)	
1B	Monthly Progress Reports (up to 24)	
1C	PMT Teleconferences Conferences (up to 12)	
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		
9	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)	
1D	Monthly Progress Reports (up to 14)	
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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