

Independence TSP Updated Schedule - Version 5

		Jan-20				Feb-20				Mar-20				Apr-20				May-20				Jun-20						
Monday date	Week #	6	13	20	27	3	10	17	24	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	6
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27
Task 1	Project Management																											
1A	Kick-off Meeting		Materials	KO	Minutes																							
1B	PMT Teleconferences (up to 8)																	Agenda	PMT1								Agenda	
1C	Public Involvement and Communications Plan						Draft	Rev	Final																			
1D	Stakeholder Database and Comment Log																											
1E	Project Website					Available																						
1F	Overview Video						Draft	Rev	Final																			
1G	Project Fact Sheet						Draft	Rev	Final																			
1H	Refined Project Schedule			Draft	Rev	Revised																						
Task 2	Plans and Policy Review																											
2A	Draft Tech Memo #1 : Plans and Policy Framework								Draft	Rev																		
2B	Analysis Methodology and Assumptions Memorandum								Draft	Rev		Revised	ODOT															
2C	Draft Tech Memo #2: Goals, Objectives, and Evaluation Criteria								Draft																			
2D	Final Tech Memo #1												Final															
2E	Revised Tech Memo #2												Revised															
Task 3	Transportation System Inventory and Existing Conditions																											
3A	Draft Tech Memo #3: Existing Conditions Inventory and Analysis																Draft	Rev	Revised									
3B	TAC Meeting #1																		Materials	TAC 1	Minutes							
3C	CAC Meeting #1																		Materials	CAC 1	Minutes							
3D	Task 3 Publicity																											
3E	Comments on Community and Small Group Briefing #1 Powerpoint																			Rev								
3F	Open House and Workshop #1																			Materials		OH 1	Summary					
3G	Online Open House #1																			Materials		VOH 1						
3H	Final Tech Memos #2 and #3																						Final					
Task 4	Future Conditions and Alternatives Development and Analysis																											
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																											
Task 5	Identification of Preferred and Cost-Constrained Alternatives																											
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																											
5G	Online Open House #3																											
5H	Joint Planning Commission and City Council Work Session #1																											
5I	Final Tech Memo #6																											
Task 6	Draft Updated TSP, Implementing Ordinances, and Findings																											
6A	Draft Updated TSP																											
6B	Draft Implementing Ordinances																											
6C	Advertising and Media																											
6D	Stakeholder Emails																											
6E	Joint TAC and CAC Meeting #4																											
6F	Adoption Draft Updated TSP and Implementing Ordinances and Final Findings																											
Task 7	Adoption																											
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																											

- Week with a holiday
- Meeting
- Conference Call
- PMT Review Time
- Consultant Task
- Subconsultant Task
- City Task

Independence TSP Updated Schedule - Version 5

		Jul-20			Aug-20				Sep-20				Oct-20				Nov-20				Dec-20				Jan			
Monday date	Week #	13	20	27	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11
		28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54
Task 1	Project Management																											
1A	Kick-off Meeting																											
1B	PMT Teleconferences (up to 8)	PMT2				Agenda	PMT3			Agenda	PMT4					Agenda	PMT5				Agenda	PMT6						Agenda
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																											
Task 2	Plans and Policy Review																											
2A	Draft Tech Memo #1 : Plans and Policy Framework																											
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2D	Final Tech Memo #1																											
2E	Revised Tech Memo #2																											
Task 3	Transportation System Inventory and Existing Conditions																											
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4A	Draft Tech Memo #4: Future Systems Conditions			Draft	Rev	Revised																						
4B	Draft Tech Memo #5: Alternatives Analysis and Funding Program			Draft	Rev	Revised																						
4C	TAC Meeting #2					Materials	TAC 2	Minutes																				
4D	CAC Meeting #2					Materials	CAC 2	Minutes																				
4E	Task 4 Publicity	Draft	Rev	Revised																								
4F	Comments on Community and Small Group Briefing #2 Powerpoint					Rev																						
4G	Open House and Workshop #2					Materials	OH 2	Summary																				
4H	Online Open House #2					Materials	VOH 2																					
4I	Final Tech Memos #4 and #5																											Final
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- Week with a holiday
- Meeting
- Conference Call
- PMT Review Time
- Consultant Task
- Subconsultant Task
- City Task

Independence TSP Updated Schedule - Version 5

		-21	Feb-21				Mar-21				Apr-21				May-21				Jun-21						
Monday date	Week #	18	25	1	8	15	22	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28
Week #	Week #	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78
Task 1	Project Management																								
1A	Kick-off Meeting																								
1B	PMT Teleconferences (up to 8)	PMT7			Agenda	PMT8																			
1C	Public Involvement and Communications Plan																								
1D	Stakeholder Database and Comment Log																								
1E	Project Website																								
1F	Overview Video																								
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5B	TAC Meeting #3	TAC 3	Minutes																						
5C	CAC Meeting #3	CAC 3	Minutes																						
5D	Task 5 Publicity																								
5E	Comments on Community and Small Group Briefing #3 Powerpoint																								
5F	Open House and Workshop #3		OH 3	Summary																					
5G	Online Open House #3		VOH 3																						
5H	Joint Planning Commission and City Council Work Session #1		Materials	PC/CC 1	Summary																				
5I	Final Tech Memo #6			Final																					
Task 6	Draft Updated TSP, Implementing Ordinances, and Findings																								
6A	Draft Updated TSP									Draft	Rev	Revised	At least 35 Days for DLCD before hearings												
6B	Draft Implementing Ordinances									Draft	Rev	Revised													
6C	Advertising and Media									Draft	Rev	Revised													
6D	Stakeholder Emails									Draft	Rev	Revised													
6E	Joint TAC and CAC Meeting #4											Materials	TAC/CAC 4	Minutes											
6F	Adoption Draft Updated TSP and Implementing Ordinances and Final Findings																								
Task 7	Adoption																								
7A	Joint Planning Commission and City Council Work Session #2											Materials	PC/CC 2	Summary											
7B	Planning Commission Hearing																Materials	PC							
7C	City Council Hearing																	Materials	CC						
7D	Final Updated TSP and Final Implementing Ordinances																								
7E	Public and Stakeholder Involvement and Communication Summary Report												Draft	Rev	Revised									Final	

CONTRACT EXPIRES JUNE 18, 2021

- Week with a holiday
- Meeting
- Conference Call
- PMT Review Time
- Consultant Task
- Subconsultant Task
- City Task