LEAVENWORTH, KS COMPREHENSIVE PLAN UPDATE SCOPE OF WORK	Q U A Y T I T	Principal	Consultant IV	Consultant III	Consultant II	Consultant I	Accountant	Shockey Subtotal	Dave Knopick	dPlanit	Jim Schuessler	Sabin Yanez	Andrew Robertson	Neila Deda	CFS Engineers	BOB LEWIS	Bob Lewis Subtota			TOTALS	
12/13/19 Billable Rate		\$ 175.00	\$ 155.00	\$ 110.00	\$ 90.00	\$ 65.00 \$	\$ 90.00		\$ 125.00	0	\$ 155.00	\$ 215.00	\$ 135.00 \$	135.00		\$ 65.0	00	-			
Task/Sub-Task					OCKEY CONSUL					LANIT			CFS ENGINEER				BLEWIS				
PHASE 1: PROJECT LAUNCH				PHASE	1: PROJECT L/	UNCH													PHASE 1	: PROJECT LAUNCH	
Strengthening relationships & building a common sense of direction.																					
Develop a project phasing plan. The organization of the phasing plan shall be decomposable to work packages and activities to accomplish tasks. These work packages shall be adaptable for structuring into timeframes and scheduling. Establish project management system. We will work closely with City staff to establish roles, assign responsibilities, and develop a project phasing plan. Deliverables: Integrated Project Management & Communications Plan & Tool   Work Plan with Phasing, Timeframes, and Schedule.																					
1.A Kickoff Meeting																		HOURS	FEES	EXPENSES	TOTAL
Prepare meeting agenda Meet with client/project team		2	0		2 0					2		2					2			\$ 25.00	
Prepare meeting summary			0	1	1 0																
Quality Assurance/Review Total hours		2.00	0.00	4.00	0 0.00	0.00	0.00	6	5.00 3.0	00 3.0	0 3.0	0.00	0.00	0.00	3.0	0 3.	.00 3.00	15.00			
Total Fees		\$ 350.00		\$ 440.00	D \$ -	\$ - \$	ş -	\$ 790.	.00 \$ 375.0	<b>375.00</b>	\$ 465.00		\$ - \$	- s	465.00	D \$ 195.0	00 \$ 195.00		1,825.0	0 \$ 25.00	\$ 1,850.00
1.B Project Management Plan - internal/external project team																		HOURS	FEES	EXPENSES	TOTAL
Complete Project Initiation Form.		0	0	1	1 0	0	0		1	0	D	0 0	0	0		0	0 0				
Prepare draft and final plan - provide to client electronically.		1	0	2	2 0	0	0		3	0		0 0	0	0		0	0 0	4.00			
Total hours Total Fees		1.00 \$ 175.00 !	0.00 \$ -	\$ 330.00		0.00 \$ - \$	0.00	\$505	.00 0.0	5 -	0 0.0 \$ -	0 0.00 \$ -	0.00 \$-\$	- \$		0 0. \$ -	.00 0.00 \$ -	4.00	505.0	0 \$ -	\$ 505.00
1.C. Work Plan - phasing, timeframes, schedules																		HOURS	FEES	EXPENSES	TOTAL
Prepare draft and final plan - provide to client electronically.		0	0		2					0											
Prepare meeting agenda		0	0	1	1															\$ 10.00	
Meet with client/project team Prepare meeting summary		0	0	1	1					0		D					0				
Quality Assurance/Review		0	U	1	1																
Total hours		0.00	0.00			0.00	0.00	5	i.00 0.0	00 0.0	0.0	0.00	0.00	0.00	0.0	0 0.	.00 0.00	5.00		0.00	
Total Fees		<b>\$</b> - !	\$-	\$ 550.00	D\$-	s - s	ş -	\$ 550	.00 \$ -	\$-	\$-	\$ -	\$ - \$	- s	-	\$ -	\$-	\$	550.0	0 \$ 10.00	\$ 560.00
1.D. Establish Project Management Tool, file sharing & communication protocol Prepare project management tool and protocol		0		1	1													HOURS	FEES	<b>EXPENSES</b> \$ 10.00	TOTAL
Meet with client/project team (Project Management Meeting)																					
Prepare meeting summary																					
Quality Assurance/Review Establish use electronically		0			2																
Total hours		0.00	0.00	3.00	0 0.00	0.00	0.00	3	0.00	00 0.0	0.0	0.00	0.00	0.00	0.0	0 0.	.00 0.00	3.00			
Total Fees		\$0.00	\$0.00	\$330.0	0 \$0.00	\$0.00	\$0.00	\$330	0.00 \$0.0	00 \$0.0	0 \$0.0	0 \$0.00	\$0.00	\$0.00	\$0.0	0 \$0.	.00 \$0.00		\$330.0		
1.E. Client Meetings & Project Management	12																	HOURS	FEES	EXPENSES	TOTAL
Ongoing project correspondence (phone & email) Project team meetings		2		12	2					0		0 0	0				4			\$ 25.00	
Internal project team meetings (prep for PM meetings with Client)	4	4		12	2					4		2 0	2				10				
Project Management Team In-Person Meetings	4	4		12	2					4		2	2	2			3				
Monthly Calls	12	2		12	2 0		-			0		2 0	1	1			3		-		
Prepare and distribute meeting summaries Prepare invoices	12			12	2		6														
Review invoices	12				6		0														
Approve invoices	12	1					0			0		2					3				
Total hours		13.00	0.00	66.00	0 0.00	0.00	6.00	85	5.00 8.0	00 8.0	0 8.0	0.00	5.00	3.00	16.0	0 23.	.00 23.00	132.00			
Total Fees		\$2,275.00	\$0.00	\$7,260.0	0 \$0.00		\$540.00				0 \$1,240.0	0 \$0.00	\$675.00	\$405.00	\$2,320.0	0 \$1,495.	.00 \$1,495.00		\$14,890.0	00 \$25.00	\$14,915.00
PHASE 1 TOTAL HOURS PHASE 1 TOTAL FEES		16 \$2,800.00	00	81 \$8,910.00	-	0 \$0.00	6 \$540.00	103.0 \$12,250.0						3.00 \$405.00	19.00 \$ 2,785.00		00 26.00 \$1,690.00		18,100.0	0 \$70.00	\$18,170.00
Task/Sub-Task		<i>₽2,000.00</i>	φ0.00	\$0,910.00	φ <b>0.00</b>	\$0.00	\$340.00	÷12,250.0	······································	÷1,375.00	¥1,705.00	\$0.00	4075.00		- 2,785.00		\$1,090.00	•	10,100.0	\$70.00	÷10,170.00
PHASE 2: DISCOVERY - Developing Community Story			PI	HASE 2: DISCOVE	ERY - Developing	Community Sto	ory		DISCOVERY - De	eveloping Commu	JI P	HASE 2: DISCOVI	ERY - Developing	Community Sto	ry		: DISCOVERY - Community Story		PHAS	E 2: DISCOVERY	
Create a shared understanding of where we've been, where we are, and where we are going.																					

We will work closely with City staff to establish a baseline of information and	1															
materials. We believe in the value of providing the decision-makers and the public	1															
with the information they need early in the process so they can participate in a meaningful way, which leads to more comprehensive feedback. During this phase,	1															
we will review existing data and plans to provide a baseline of information and	1															
shared understanding.	1															
	1															
2.A. Review Existing Plans & Conduct Analysis																
Review Existing Plans/Maps & Conduct Analysis	4															
We will prepare a short 6-page document that provides highlights and recommendations, along with hyperlinks to the various plans and	1															
sections within the plans for use by the project team, steering committee, Planning Commission, City Commission and public.Gather and review the city's existing plans/maps , Greenway/Trails Regional Plans, Regional transit, County Land Use Plans, and other regional and Sta	tte															
plans.	i i															
Contact client to identify needs and objectives	4		0	,												
Obtain required data/format data for analysis			0	0		1			0							
Read Plans and Conduct Analysis	-		0	0		1			1		1		0 1		1	1
Summarize findings/develop booklet	-		0.5	1	0	2										
Create graphics to communicate concepts in exising plans.				-												
Quality Assurance/Review			1	2		2			0							
Total hour	.rs	-	1.50 6	i.00 0.0	12.0	0.0	0.00	19.50	1.00	1.00	1.00	0.0	00 1.00	1.0	0 3.00	1.00
Total Fee																
	5	\$ 2	52.50 \$ 930	.00 \$ -	\$ 1,080.00	\$-	\$ -	\$ 2,272.50	\$ 125.00	\$ 125.00	\$ 155.00	\$ -	\$ 135.00	\$ 135.00	\$ 425.00	\$ 65.00
2.B. Develop Mapping Protocol																
Our team will develop a consistent mapping protocol for all maps to be used in community engagement and the Comprehensive Plan																
upaare. Obtain required data/format data and layers	-															
Summarize protocol in a memorandum				0	1	,								+		
Share with Project Team - Internal and External				0	1	2			0		0		0 0			r
Quality Assurance/Review			1		1	1	1		0		0			t i		
Total hour	's		1.00 0	.00 2.0	0.0	0.0	0.00	3.00	0.00	0.00	0.00	0.0	0.00	0.0	0	0.00
Total Fee	<u>+5</u>	s 1	75.00 \$	\$ 220.0		\$ -	\$ -	\$ 395.00	s -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2.C. Create Current Snapshot																
Collect and analyze basic population, household and housing statistics in coordination with City staff. Develop a community profile, or Current Snapshot, in the form of simple, graphically-appealing infographics that describe demographics, housing, infrastructure, amenitie	s															
economy, and other vital features. The infographics will also explain the context for recommendations in the Comprehensive Plan docume	ent															
The Current Snapshot will inform later stages of research and serve as a visual aide in engaging the community in essential conversations about data.	1															
Discuss format and use with Planning & Community Development Department and Communications Department			0	1	0	D										
Obtain data and basic information about community						2										
Analyze Data			1		o ::	2			0							C
Review data for accuracy				0	2											
Confirm data accuracy with client				0	2	1										
Create infographics and snapshot		_			8 4											
Print snapshot for use at meetings and distribution																
Quality Assurance/Review	-		1													
Total hour	rs		2	1 1	12 1.	1 (	0 0	29	0	0	0		0 0	) (	0 0	C
Total Fee	<i>:</i> S	\$	50.00 \$ 155	.00 \$ 1,320.0	0 \$ 1,260.00	\$ -	\$ -	\$ 3,085.00	s -		\$ -	\$ -	\$ -	\$ -	s -	s -
2.D. Trends Cards & Strategic Foresight																
The infographics from the Current Snapshot will be combined with the trend research on global, national, and regional trends to help understand context and relevance of these trends to Leavenworth.	1															
,	4															
Meet with client to present information			o			0										
Obtain required data/format data for analysis			0			1										
Analyze Data			0	0		0			0							
Prepare findings/develop trend cards and forecasts			4		:	2			0		0		0 0			C
Design trend cards					0											
Quality Assurance/Review			1						0							1.5
Total hour		_	5	0	0	3 (	0 0	8	0	0	0		0 0	) (	0 0	1.5
Total Fee	.5	\$ 8	75.00 \$	\$ -	\$ 270.00	\$ -	\$ -	\$ 1,145.00	s -	\$ -	\$-	\$-	\$ -	\$-	\$ -	\$ 97.50
2.E. Market Analysis - Identify Opportunities to match Future Demand and Supply to Communit																
Locations.	1 1															
	4															
Create a market-based economic growth and change strategy. Identify opportunities to match future demand and supply to community																
locations.																
2.E.1. Develop Understanding of the Market Develop a broad and basic overview of the competitive environment. Conduct the analysis to identify local market opportunities																
and regional market opportunities. Provide the necessary foundation to provide more in-depth analysis of different business and	1															
real estate sectors. Survey development professionals to assess their market analysis practices and outcomes. Extend understanding of market challenges and opportunities using both readily available public and private data (secondary data) and																
information collected locally through survey and other research (primary data) combined to fuel the market analysis with only the most relevant information	1															
Conduct Trade Area Analysis for all sectors																
		_	0			0			0							18
Conduct Local & Reviewal Economic Development for the first structure with west of the set of the set						1										
Conduct Local & Regional Economic Development Analysis: Coordinate with regional economic development industry targets (KCADC, for instance), identify communing patterns and wages of commuters (into and out of Leavenworth).																
			o			0			o							18
	-															
Prepare Land Capacity Analysis: Possible redevelopment and reinvestment sites, new development and city expansion sites; density analysis and primary highest and best use analyses							1									
Prepare Land Capacity Analysis: Possible redevelopment and reinvestment sites, new development and dty expansion sites; density analysis and primary highest and best use analyses.			2	2		1			0		0					30
			2	2		1			0		0					30
			2	2		1			0		0					30
density analysis and primary highest and best use analyses.  2.1.3. Prepare Results and Recommendations Develop conclusions and recommendations that are realistic in the anticipate marketplace conditions of the next decade or so.			2	2		s 			0		0					30
density analysis and primary highest and best use analyses.  2.E.3. Prepare Results and Recommendations Develop conclusions and recommendations that are realistic in the anticipate marketplace conditions of the next decade or so. The intent is to look "outside of the box" to identify realistic solutions that could revitalize certain areas of town such as			2	2		s 			0		0					30
density analysis and primary highest and best use analyses.  2.E.3. Prepare Results and Recommendations Develop conclusions and recommendations that are realistic in the anticipate marketplace conditions of the next decade or so. The intent is to look "outside of the box" to identify realistic solutions that could revitalize certain areas of town such as Downtown and development types such as strip centers.			2	2		د 			0		0					30
density analysis and primary highest and best use analyses.  2.E.3. Prepare Results and Recommendations Develop conclusions and recommendations that are realistic in the anticipate marketplace conditions of the next decade or so. The intent is to look "outside of the box" to identify realistic solutions that could revitalize certain areas of town such as			0	2		4 			0		0					30

		HOURS	FEES		EXPENSES	TOTAL
1						
				\$	25.00	
1.00	1.00	24.50				
65.00	\$ 65.00		\$ 2.887.50	\$	25.00	\$ 2,912.50
		HOURS	FEES		EXPENSES	TOTAL
				*	10.00	
0				>	10.00	
0				1		
0.00	0.00	3.00		L		
-	\$ -		\$ 395.00	\$	10.00	\$ 405.00 TOTAL
		HOURS	FEES		EXPENSES	TOTAL
0						
				\$	35.00	
				\$	35.00	
0	0	29				
0	0 \$ -		\$ 3,085.00	\$	35.00	\$ 3,120.00
0			\$ 3,085.00	\$		\$ 3,120.00 TOTAL
0			\$ 3,085.00	\$	35.00	
-			\$ 3,085.00	\$	35.00	
0			\$ 3,085.00	\$	35.00	
0			\$ 3,085.00	\$	35.00	
0			\$ 3,085.00	\$	35.00	
0	S .		\$ 3,085.00	\$	35.00	
	S .		\$ 3,085.00	\$	35.00	
0	\$ -	HOURS	\$ 3,085.00 FEES	\$	35.00 EXPENSES	
0	\$ - ·		\$ 3,085.00 FEES	\$	35.00 EXPENSES 250.00	TOTAL
0	\$ - - - - 	HOURS	\$ 3,085.00 FEES	\$	35.00 EXPENSES	
0	\$ - ·	HOURS 9.5	\$ 3,085.00 FEES \$ 1,242.50	\$	35.00 EXPENSES 250.00 250.00	TOTAL
0	\$ - ·	HOURS	\$ 3,085.00 FEES	\$	35.00 EXPENSES 250.00	TOTAL
0	\$ - ·	HOURS 9.5	\$ 3,085.00 FEES \$ 1,242.50	\$	35.00 EXPENSES 250.00 250.00	TOTAL
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0	\$ - - - 	HOURS 9.5	\$ 3,085.00 FEES \$ 1,242.50	\$	35.00 EXPENSES 250.00 250.00	TOTAL

				1 1							1 1						
Apply market analysis data to address specific issues such as Business mix, vacancies, intense competition, etc.; Housing mix and																	
related demographic forces and characteristics; Economic and financial analysis to estimate market feasibility and/or need for incentives.																	
		0	0		0			0					36				
Apply market analysis data to Identify initiatives to maximize development potential; Support business expansion and recruitment efforts; Encourage entrepreneurship.			ļ														
Apply market analysis data to: Identify infill development and redevelopment opportunities including Infill housing strategies.		0			0			0					27				
		0	0		0			0					24				
Apply market analysis data to provide implementation strategies for redevelopment areas	L	0	0		0			0					32				
Prepare maps, infographics and communications materials		1	0	2	4			0					4				
Quality Assurance/Review Total hours		1	1 0	2	8	0	0 14	0	0	0 0	0 0	0	212	212	226		
Total Fees		\$ 700.00	\$-	\$ 220.00 \$	720.00 \$	- <b>\$</b> -	\$ 1,640.00	s -	\$-	\$ - \$ -	\$ - \$ -	\$ -	\$ 13,780.00	\$ 13,780.00	\$ 15,	,420.00 \$ -	\$ 15,420.00
2.F. Land Use & Community Design Analysis (Current & Future Land Use)															HOURS FEES	EXPENSES	TOTAL
We will develop a current land use map, table, and summary pie chart. We will describe the design and appearance of the community. We will also evaluate current land use and identify conflicts, opportunities, and challenges.																	
Obtain required data/format data for analysis		0	0 0					0									
Read Plans and Conduct Analysis		0			0												
Consider land use conflicts and market analysis land capacity and use data.		0													<u> </u>		
Summarize findings/develop two booklets (1. Current Land Use; 2. Future Land Use Considerations)		1	i 0		4			3		0			0			\$ 25.00	
Create graphics to communicate land use concepts		0	0	2	4			0									
Quality Assurance/Review																	
Total hours		2	: 0	2	8	0	0 12	3	3	0 0	0 0	0	0	0	15		
Total Fees		\$ 350.00	\$ -	\$ 220.00 \$	720.00 \$	- \$ -	\$ 1,290.00	\$ 375.00	\$ 375.00	\$ - \$ -	\$ - \$ -	\$ -	\$ -	\$ -		,665.00 \$ 25.00 EXPENSES	
2.G. Mapping We will develop visually appealing maps from existing GiS layers following the protocol that illustrate the history of Leavenworth															HOURS FEES	EXPENSES	TOTAL
ne shraneshop talang opponing inperformance and a space parameter in process may make a manage of constraints o development cashing conditions, and potential future scenarios.																	
Meet with City Project Manager, Communications Department & GIS Manager to discuss desired outcomes.		0	) <u>o</u>	2	2			0									
Obtain required data/format data for mapping Design maps to illustrate opportunities and challenges. City prepares maps from GIS and consultant compiles into one		L	0	1	2												
Opportunities and Contraints map.		•	, 0	1	8			0		0 0	0 0		0				
Create graphics to communicate concepts displayed in maps.		1	0	1	2											\$ 100.00	
Quality Assurance/Review		,	1					0									
Total hours		2	. 0	5	14	0	0 21	0	0	0 0	0 0 1	1	0	0	22		
Total Fees		\$ 350.00	\$ -	\$ 550.00 \$	1,260.00 \$	- \$ -	\$ 2,160.00	s -	\$ -	\$ - \$ -	\$ - \$ 135.00	\$ 135.00	\$ -	\$ -		,295.00 \$ 100.00	
2.H. Conduct Background Research on Critical Issues Gather other relevant information as it relates to the economics, redevelopment strategies, preservation and retention of residential areas,		4													HOURS FEES	EXPENSES	TOTAL
redevelopment of certain properties, development of infill sites in and around downtown, and protection of natural features and environment.																	
Develop a list of critical issues with client review (this may evolve over the planning process)				1				1		0 0			0				
Conduct critical issues research		0	J		1	0										\$ 25.00	
Create graphics to communicate concepts to illustrate issues.		c	l l	1	2												
Quality Assurance/Review																	
Total hours	5	0	0 0	2	3	0	0 5	2	2	0 0	0 0	0	0	0	7 \$	100.00	
Total Fees		s -	\$ -	\$ 220.00 \$	270.00 \$	- \$ -	\$ 490.00	\$ 250.00	\$ 250.00	\$ - \$ -	\$ - \$ -	\$ -	\$ -	\$-		740.00 \$ 25.00	\$ 765.00
2.I. Multimodal Transportation Analysis															HOURS FEES	EXPENSES	TOTAL
Provide information to stakeholders about existing conditions, planned improvements, future technologies and recommendations for the Comprehensive Plan.																	
Comprenensive runi. Obtain required data/format data for analysis		0	, 0		2												
Read Plans and Conduct Existing Conditions/Plans Analysis: Describe the existing multi-modal transportation system and current plans to modify it both hocally and regionally. Analyze the City's existing land use patterns, existing system and current plans and executed the system with the system and the bath bath share bath and and existent the sources the system with fourier plans and executed the system with the system and the system and the system and the system with fourier plans and executed the system with fourier plansars multiplant bath bath share bath and and the system with fourier plansars.																	
recommend improvements that will enhance mobility both internally and regionally to support the community's vision.		0	0		2										<b></b>		
		1	0		2			0							<b></b>		
Create graphics to communicate opportunities and challenges		0		4	2			0							<b></b>		
Explore future technologies such as smart cities, ride sharing, micro-transit, autonomous vehicles that could be employed in Leavenworth over the next 10 years.		1						0									
Based upon the vision, goals, future land use recommendations, and potential future transportation technologies, develop policy recommendations for a robust multi-modal transportation system. Use text, graphics, and mapping to illustrate the recommendations as part of the final deliverable.													_				
Quality Assurance/Review		1	0	2	2			0		2 0	2		0		<b></b>		
Total hours		4		6	10	0	0 20	1	1	2 2	2 1 (	) 5	0	0	26	252.22	4 2250
Total Fees 2.J. Public Facilities, Utilities & Communications Infrastructure Analysis		\$ 700.00	\$ -	\$ 660.00 \$	900.00 \$	- \$ -	\$ 2,260.00	\$ 125.00	\$ 125.00	\$ 310.00 \$ 430.00	\$ 135.00 \$ -	\$ 875.00	\$ -	\$ -	\$ 3, HOURS FEES	,260.00 \$ - EXPENSES	\$ 3,260.00 TOTAL
2.) - Pounce Factures, ocurites & Communications intrascructure Analysis Provide information to stakeholders about existing conditions, planned improvements, future technologies and recommendations for the Comprehensive Plan for public focilities, utilities infrastructure and communications networks.																	
Meet with client to identify needs and objectives (Project Mgmt Meeting)		c	, ,	0				0		0 0	0 0						
Obtain required data/format data for analysis Read Plans and Conduct Analysis		0			2					1 0		2			<b></b>		
Summarize findings/develop booklet		c	0	2	0			0		1 0	2	1					
Create graphics to communicate opportunities and challenges		c	L L L L L L L L L L L L L L L L L L L	2						0 0						\$ 100.00	

Based upon the vision, goals, future land use recommendations, and potential future changes in technologies, develop policy recommendations for sustainable infrastructure system to serve the future land use plan. Use text, graphics, and mapping to																
illustrate the recommendations as part of the final deliverable.			1 0	2	2				1		2	0	0	6		
Quality Assurance/Review			1		2				0			1				
Total hour Total Fee			2 0	6	6		0	0	14 1	1	4	1	0	14	19	0
	S	\$ 350.0	0 \$ - \$	660.00 \$	540.00	\$ -	s -	\$ 1,550.0	\$ 125.00	\$ 125.00	\$ 620.00 \$	215.00	s -	\$ 1,890.00	\$ 2,725.00	\$ -
2.K. Cultural, Parks & Recreational Amenities Analysis																
Document existing cultural, parks and recreational amenities; explain future trends that may impact existing plans; and make policy recommendations for this element of the Comprehensive Plan.																
Meet with Project Manager and Cultural, Parks & Recreation staff to gather information and discuss future trends and overall program objectives. (Project Management Team)			0 0		0											
Obtain required data/format data for analysis					2											
Read Plans and Conduct Analysis			0 0	2	1				0		0					
Summarize findings/develop booklet Create text, graphics to communicate cultural, parks, open space and recreational opportunities and challenges with					4				0							
recommended policies and strategies for Comprehensive Plan document.			0 0		2						0					
Quality Assurance/Review Total hour		-	1	3			0	.0	0	0	0	0			0	0
Total Fee		\$ 175.0	10 s - s	220.00 \$	810.00	\$ -	\$	\$ 1,205.0	12 0 10 \$ -	s -	s - s	-	\$ -	\$ -	\$ -	\$ .
2.L. Resiliency, Sustainability & Environmental Conditions Analysis																
Conduct a high-level review of existing efforts by Leavenworth to effectively balance economic, social, cultural and environmental interests order to meet the needs of the present generation without compromising the ability of future generations to meet their needs. Develop a se																
of policies to enhance sustainability and resiliency.																
Meet with client to identify needs and objectives (Project Management Meeting)																
Obtain required data/format data for analysis			0		2						0					
Read Plans and Conduct Analysis Describe & Map existing data regarding environmental resources, hazards, soils, slopes,			1	0							0		0			
Describe & Map existing data regarding environmental resources, hazards, soils, slopes, Summarize findings/develop booklet			0		8						0		0	0		
			2 0		4											
Create graphics to communicate opportunities and challenges Quality Assurance/Review			0 0	2	2						0					
Total hour	5	5.0	2 0.00	2.00	16.00	0.00	0 0.	.00 23.	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Fees		\$ 875.0		220.00 \$	1,440.00		\$ -	\$ 2,535.0	\$ 125.00	\$ 125.00	\$ - \$	-	s -	\$-	<b>\$</b>	\$ -
2.M. Community Health & Well-Being Analysis																
Doucment existing public health and safety conditions; plans, opportunities and challenges. Develop recommendations to be included in th Comprehensive Plan to enhance public health and safety including facility needs, policies and impacts on future land use.	e															
Meet with client to identify needs and objectives (Project Management Meeting)																
Obtain required data/format data for analysis			0 0		2											
Read Plans and Conduct Analysis			0 0	1	4											
Summarize findings/develop booklet			0 0	2	4											
Create graphics to communicate opportunities and challenges			0 0	1	2											
Quality Assurance/Review			1						0							
Total hour Total Fee	5		1 0	4	12		0	0	17 0	0	0	0	0	0	0	0
2.N. Housing Analysis		\$ 175.0	0 \$ - \$	440.00 \$	1,080.00	» -	\$ -	\$ 1,695.0	-	<del>،</del> -	\$ - \$		» -	· ·	\$ -	› ·
Document existing housing trends, issues, projected needs, opportunities and challenges. Prepare recommendations for Comprehensive Plu																
Obtain required data/format data for analysis		-	0	4	0											
Read Plans and Conduct Analysis			0 0	4	0				0							2
Summarize findings/develop booklet			0 0	4	0											2
Create graphics to communicate opportunities and challenges			0	0	2											
Quality Assurance/Review																
			0						1							
Total hour	5		0 0	12	2		0	0	14 1	1	0	0	0	0	0	4
Total Fee 2.0. Economic Development Analysis	5	5 -	5 - 5	1,320.00 \$	180.00	\$ -	s -	\$ 1,500.0	\$ 125.00	\$ 125.00	5 - 5		s -	\$ -	\$ -	\$ 260.00
Document existing economic development strategies; past successes/failures; summarize future opportunities & challenges based upon																
Market Analysis.									_							
Meet with client to identify needs and objectives (Project Management Meeting)			0													
Obtain required data/format data for analysis			0	0	2											
Read Plans and Conduct Analysis			0		1				0			-				2
Summarize findings/develop booklet			1 0		2		-									2
Create graphics to communicate opportunities and challenges			0	0	2											
Quality Assurance/Review			~			(	0	0	8 1	1	0	0	0	0	0	4
Quality Assurance/Review Total hour	5		1 0	0	7											\$ 260.00
		\$ 175.0	1 0 10 \$ - \$	- \$	630.00	\$ -	\$ -	\$ 805.0	\$ 125.00	\$ 125.00	\$ - \$		s -	\$ -		
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Total hour Total Fee PHASE 2 TOTAL HOURS	Image: state	31	.5 7	0 - \$ \$ \$6,270.00	124	(	\$	0 219.5	0 11	11.00	\$ \$	3 \$645.00	2 \$270.00	\$ - 16 \$2,160.00		\$14,462.5
Total hour Total Fee PHASE 2 TOTAL HOURS PHASE 2 TOTAL FEE	Image: state	31	.5 7	0 57 56,270.00 PHASE 3: CR	124 \$11,160.00	( \$0.00	\$	0 219.5	0 11	11.00 \$ 1,375.00				16 \$2,160.00 CONSENSUS		\$14,462.50 PHASE 3:
Total hour Total Fee PHASE 2 TOTAL HOURS PHASE 2 TOTAL FEES Task/Sub-Task	Image: state	31	.5 7		124 \$11,160.00	( \$0.00	\$	0 219.5	0 11 \$1,375.00	11.00 \$ 1,375.00						\$14,462.50 PHASE 3:
Total hour Total Pee PHASE 2 TOTAL HOURS PHASE 2 TOTAL HOURS PHASE 2 TOTAL FEES Task/Sub-Task PHASE 3: CREATING CONSENSUS Strengthening relationships & building a common sense of direction. Develop a public engagement strategy and plan describing the outline of the tasks,	Image: state	31	.5 7		124 \$11,160.00	( \$0.00	\$	0 219.5	0 11 \$1,375.00	11.00 \$ 1,375.00						\$14,462.50 PHASE 3:
Total hour Total hour Total Fee PHASE 2 TOTAL HOURS PHASE 2 TOTAL FEES Task/Sub-Task PHASE 3: CREATING CONSENSUS Strengthening relationships & building a common sense of direction. Develop a public engagement strategy and plan describing the outline of the tasks, schedule, protocols. Work with the City to deliver a robust engagement process that	Image: state	31	.5 7		124 \$11,160.00	( \$0.00	\$	0 219.5	0 11 \$1,375.00	11.00 \$ 1,375.00						\$14,462.50 PHASE 3:
Total hour Total hour Total Fee PHASE 2 TOTAL HOURS PHASE 2 TOTAL FEES Task/Sub-Task PHASE 3: CREATING CONSENSUS Strengthening relationships & building a common sense of direction. Develop a public engagement strategy and plan describing the outline of the tasks, schedule, protocols. Work with the City to deliver a robust engagement process that results in consensus regarding the recommendations of the Comprehensive Plan.	Image: state	31	.5 7		124 \$11,160.00	( \$0.00	\$	0 219.5	0 11 \$1,375.00	11.00 \$ 1,375.00						\$14,462.50 PHASE 3:
Total hour Total Fee PHASE 2 TOTAL HOURS PHASE 2 TOTAL FOURS PHASE 2 TOTAL FEES Task/Sub-Task PHASE 3: CREATING CONSENSUS Strengthening relationships & building a common sense of direction. Develop a public engagement strategy and plan describing the outline of the tasks, schedule, protocols. Work with the City to deliver a robust engagement process that results in consensus regarding the recommendations of the Comprehensive Plan. 3A. Engagement Plan	Image: state	31	.5 7		124 \$11,160.00	( \$0.00	\$	0 219.5	0 11 \$1,375.00	11.00 \$ 1,375.00						\$14,462.50 PHASE 3:
Total hour Total hour Total Fee PHASE 2 TOTAL HOURS PHASE 2 TOTAL HOURS PHASE 2 TOTAL FEES Task/Sub-Task PHASE 3: CREATING CONSENSUS Strengthening relationships & building a common sense of direction. Develop a public engagement strategy and plan describing the outline of the tasks, schedule, protocols. Work with the City to deliver a robust engagement process that results in consensus regarding the recommendations of the Comprehensive Plan. 3.A. Engagement Plan Develop a Public Engagement Strategy and Plan. develop a Public Engagement Plan, with a stakeholder engagement protocol, planning framework, entityted engagement activities, key messages, schedule, and engagement materials. The consultant will be responsible for	Image: state	31	.5 7		124 \$11,160.00	( \$0.00	\$	0 219.5	0 11 \$1,375.00	11.00 \$ 1,375.00						\$14,462.50 PHASE 3:
Total hour Total Pee PHASE 2 TOTAL HOURS PHASE 2 TOTAL HOURS PHASE 2 TOTAL FEES Task/Sub-Task PHASE 3: CREATING CONSENSUS Strengthening relationships & building a common sense of direction. Develop a public engagement strategy and plan describing the outline of the tasks, schedule, protocols. Work with the City to deliver a robust engagement process that results in consensus regarding the recommendations of the Comprehensive Plan. 3A. Engagement Plan Develop a Public Engagement Strategy and Plan. develop a Public Engagement Protocol, planning	Image: state	31	.5 7		124 \$11,160.00	( \$0.00	\$	0 219.5	0 11 \$1,375.00	11.00 \$ 1,375.00						222.5 \$14,462.50 PHASE 3: CONS

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	s -			\$ 100.00	\$ 1,305.00
		HOURS	FEES	EXPENSES	TOTAL
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		HOURS	FEES	EXPENSES	TOTAL
2			-	+	
2			+	\$ 25.00	
2			+	25.50	
4	4	19			
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4 260.00	4 \$ 260.00	19 HOURS		\$ 25.00 EXPENSES	\$ 1,910.00 TOTAL
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	4 \$ 260.00		\$ 1,885.00		
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	4 \$ 260.00		\$ 1,885.00		
2	4 \$ 260.00		\$ 1,885.00	EXPENSES	
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2		HOURS	\$ 1,885.00 FEES	EXPENSES           \$           20.00	TOTAL
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2 2 2 2 2 60.00 2 222.5 \$14,462.50	\$ 260.00 222.50	HOURS	\$ 1,885.00 FEES 3 3 \$ 1,190.00 0	EXPENSES           \$           20.00           \$           20.00	TOTAL 8
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2 2 2 2 2 2 60.00 222.5 5 14.462.50 PHASE 3:	4 \$ 260.00 \$ 14,462.50 CREATING	HOURS	\$ 1,885.00 FEES 3 3 \$ 1,190.00 0	EXPENSES           \$           20.00           \$           20.00	TOTAL 8
2 2 2 2 2 2 60.00 222.5 5 14.462.50 PHASE 3:	4 \$ 260.00 \$ 14,462.50 CREATING	HOURS	\$ 1,885.00 FEES 3 3 \$ 1,190.00 \$ 44,025.00 \$ 44,025.00	EXPENSES	TOTAL
2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	4 \$ 260.00 \$ 14,462.50 CREATING	HOURS	\$ 1,885.00 FEES 3 3 \$ 1,190.00 \$ 44,025.00 \$ 44,025.00	EXPENSES	TOTAL

Meet with client/project team to identify key components.										
Conduct research/gather data				2 0						
Prepare draft engagement document & distribute for review				2 0						
Revise and maintain engagement document				2			0			
Document engagement activities & report progress				2						
Quality Assurance/Review		1		4						
Total hour:	5	1	0	4 6	0	0 11	0	0 0	0 0 0	0
Total Fee	s	\$ 175.00 \$	- \$ 440.	00 \$ 540.00 \$	- \$ -	\$ 1,155.00 \$	- \$	- \$ - \$ -	\$ - \$ -	s - s
3.B. Branding & Template Creation (CITY WILL LEAD)										
Create a brand with style guide and templates for Comprehensive Plan engagement and final website/document.										
Create graphic and tagline options (3 options)										
Review and approve branding & style			0	4						
			0	2						
Prepare style guide & modify templates			o	4						
Revise style guide & templates and distribute for use (1 round of revisions)			0	2						
Quality Assurance/Review		1								
Total hours	5	1	0	12 0	0	0 13	0	0 0	o o c	0
Total Fee	s	\$ 175.00 \$	- \$ 1,320.	00 \$ - \$	- \$ -	\$ 1,495.00 \$	- \$	- \$ - \$ -	\$ - \$ -	s – s
3.C. Contacts Database										
Gather key contacts throughout process and share with city for information distribution.										
Meet with clients to identify specific stakeholders			0	0	2					
Obtain existing contact lists				0	2					
Contacts solicitation				0						
Contacts research				0	2					
Data entry/list compilation				0	4					
Create distribution list(s)				0	2					
Quality Assurance/Review		1								
Total hours Total Fee		1 \$ 175.00 \$	0	0 0	12	13	0			0
3.D.1. Website (develop content only)	6	> 1/5.00 \$	- > -	» - \$ 78		\$ 955.00 \$	- 5	\$ - \$ -	> - \$ -	- 5
Develop content for city website.	6									
Meet with Communications Department to discuss process and schedule			2							
Develop basic graphics to post to client site.			2							
Develop website content for splash page and Planning & Community Development Department			2							
Post web content										
Update website content (6 times) Quality Assurance/Review			6							
Quality Assurance/Review Total hour:	5	0	12	0 0	0	0 12	0	0 0	0 0 0	0
Total Fee	s	s - s	1,860.00 \$ -	s - s	- s -	\$ 1,860.00 \$	- \$	- s - s -	s . s .	s - s
3.E. Online Surveys (3 Surveys)										
To develop a better understanding of policies, land use, and design guidelines options, we will use visuals to scan preferences throughout th Process. This approach allows community members a convenient way to participate in the planning process online and in person. Stakeholders will be encouraged to complete the survey online, and the link will be shared on the project webpage.	2e									
Develop survey content and review it with client Create electronic survey	3			6			0			
Distribute survey electronically with some paper copies				e e e e e e e e e e e e e e e e e e e	_					
Prepare summary of results				0	3		0			
Prepare summary of results Present results		0	0	3	5		0			
Quality Assurance/Review		1	Ĭ				2			
Total hours	6	1	0	0 18	6	0 25	2	2 0	o o o	0
Total Fee	5	\$175.00	\$0.00 \$0	.00 \$1,620.00 \$39	0.00 \$0.0	<b>00</b> \$2,185.00	\$250.00	\$250.00 \$0.00 \$0.0	0 \$0.00 \$0.00	\$0.00
3.F. Conversation Kits										
Develop kits with engagement materials for use by City staff with community stakeholder groups. Tally responses.										
Meet with client to identify needs and objectives			0							
Prepare tube & materials to guide conversation				0 1	3					
Recruit conversation kit groups				0	2					
Distribute and collect kits				0	0					
Tally input and provide summary report Quality Assurance/Review				1	3					
Quality Assurance/Review Total hour:	6	1	0	0 2	8	0 11	0	0 0	0 0 0	
Total Fee		\$ 175.00 \$	- \$ -	0 2 \$ 180.00 \$ 52	8	\$ 875.00 \$	- \$	- \$ - \$ -	s - s -	ss
3.G. Elected Officials/Planning Commission/Staff Workshops (2 WORKSHOPS 3 hours each)	2									
Conduct a workshop with elected officials, planning commission and staff										
Meet with client to identify needs and objectives (included in Project management tasks 1 phase 1)		0	0	00	0	0	0			
Set Meeting Date. Send calendar item to people staffing the meeting with time they need be there. Indicate actual starting time and ending time in the text.		0	0	1 0	0	0	0			
Prepare a detailed Meeting Room Layout diagram. Send a copy to the facility staff and the Team Project Manager. Keep a copy on the sharepoint.		0	0	1 0	0	0	o			
Prepare meeting agenda and keep updated on the server		0	0	2 0	0	0	0			
Draft meeting invitation		0	0	0 0	0	0	0			
Draft meeting materials/packets		0	0	8 0	0	0	0			
Other printed material that may need to be drafted/created		0	0	0 0	0	0	0			
Prepare Nametags		0	0	0 1	0	0	0			
Facilitate and staff workshop	2	8	0	0 8	0	0	0			
Prepare and distribute meeting summaries		0	0	0 0	0	0	0			

				\$ 25.00	
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		HOURS	FEES	EXPENSES	TOTAL
0	0	12		\$ 10.00	
s -	\$-		\$ 1,860.00	\$ 10.00	\$ 1,870.00
		HOURS	FEES	EXPENSES	TOTAL
				\$ 50.00	
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\$0.00	\$0.00				
		HOURE		\$50.00	
		HOURS	\$2,435.00 FEES	\$50.00 EXPENSES	\$2,485.00 TOTAL
		HOURS			
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		11	FEES	\$ 250.00 \$ 250.00	TOTAL
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Total hours	8	0 12 9	0 0	29	0	3		0	0 0	0	32		
Total Fees	\$ 1,400.00 \$	- \$ 1,320.00 \$ 810.00 \$	· \$ -	\$ 3,530.00	\$ - \$	۔ ۱	\$ - \$ - \$ - \$	\$ -	\$ - <b>\$</b>	-	\$ 3,530.00	\$ 500.00	\$ 4,030.00
3.H. Displays and Kiosks (3 KIOSKS)	3									HOUR	FEES	EXPENSES	TOTAL
Create stand alone kiosks/displays that can be placed at community gathering places to solicit input. (3 kiosks).													
Meet with client to identify desired outcome (included in Task 1 Phase 1 budget)	o	0											
Install display	0	1	2										
Research appropriate display materials	0	0											
Develop content Prepare artwork	0	3											
Have materials produced/create display	0	1	2										
Staff display (unstaffed)	0	0										\$ 250.00	
Quality Assurance/Review	0												
Total hours	0	0 3 5	4 0	12	0	0	0 0 0	0	0 0	0	12	¢ 250.00	¢ 1 200 00
Total Fees 3.1. Pop Up Engagement (CITY WILL LEAD)	<u> </u>	- \$ 330.00 \$ 450.00 \$ 260	.00 \$ -	\$ 1,040.00	\$ - \$	ş -	<u>\$ - \$ - \$ - </u> \$ -	\$ -	\$ - S	HOUR	\$ 1,040.00 FEES	\$ 250.00 EXPENSES	\$ 1,290.00 TOTAL
										HOOK		EXPENSES	TOTAL
Consultant will prepare materials for use by City Staff at Community Events. Consultant will tabulate results of efforts.													
Meet with client to identify needs and objectives													
Prepare event plans													
Arrange and attend pre-meetings (included in Task 1, Phase 1 Budget)													
Develop displays and other materials		2											
Train staff assisting with event - one session		0 4											
Write up instructions		0 0	2										
Promote and publicize event (describe type & quantity)		0	_										
Staff event (indicate day or half day)		0											
Compile documents (sign in sheets, comment cards, etc.)  Propage and distribute input summary			6										
Prepare and distribute input summary Attend debriefing meeting (included in Tark 1, Bhare 1, Budget)		1 1	4								-		
Attend debriefing meeting (included in Task 1, Phase 1 Budget)													
Arrange for someone to take Photos/Video of event		0	1										
Quality Assurance/Review Total hours	1	1 7 0	13						0		22		
Total Fees	\$ 175.00 \$ 11	55.00 \$ 770.00 \$ - \$ 845	.00 \$ -	\$ 1,945.00	\$ - \$	s -	\$ - \$ - \$ - \$	\$ -	\$ - \$	-	\$ 1,945.00	\$-	
3.J. Community Workshop	1									HOUR	FEES	EXPENSES	TOTAL
Hold an interactive community workshop (2 hours)													
Meet with client to identify needs and objectives. (included in Task 1, Phase 1 Budget)		0											
Complete Meeting Planning Form and distribute to all who will assist. Clearly define who will do what.													
		0 1											
Set Meeting Date. Send calendar item to people staffing the meeting with time they need be there. Indicate actual starting time and ending time in the text.		0 1											
Upon receiving Meeting Planning Form, verbally review form and details with Project Manager - before proceeding with work.		1											
Identify/develop membership participant list(s)		0											
no 14 o 19 a Parto a contra da contra de 16 o 18 de contra de contra de 18 de contra de c													
Provide mailing list to meeting planner if using US mail. Make sure Planner knows deadlines to have them in homes. Typically we like 2-3 weeks notice to residents for meetings and 3-4 weeks for government officials.		0											
Develop or refine distribution list under Shockey Contacts or in ConstantContact, making certain any additions are added properly if sent via e-mail. If not using ConstantContact Make sure to check the "add to contacts" box or add to contacts before													
selecting in distribution list. Post copy of e-mailed invitation on server with all contacts for reference of invitees.													
Visit each meeting site before sending out invitations - for all meetings		0											
Despace a detailed Meeting Deem Laurent diagram. Condia constantia fasility staff and the Team Designt Measurer, Kong a const													
Prepare a detailed Meeting Room Layout diagram. Send a copy to the facility staff and the Team Project Manager. Keep a copy on the sharepoint		1											
Prepare meeting agenda and keep updated on sharepoint		0 0 2											
Draft meeting invitation		0									-		
Create meeting invitation.City to Distribute		2											
Draft meeting materials/packets		0 4 0	12										
Other printed material that may need to be drafted/created		0 0	4									\$ 250.00	
Send meeting invitation to participants		0											
Speakers		0	_										
Recruit participants		0											
Identify a list of people that need pre-pinted nametags.		U 0	1								_		
Prepare Nametags													
Train staff/project team members on their roles and the meeting purpose Final check of arrangements.													
3 days prior to meeting date.		0											
Attend pre-meeting work session with client and project team (included in Task 1, Phase 1 budget)		0											
Facilitate and staff public meetings (2 hours)	4	4											
Prepare and distribute meeting summaries		2											
Attend debriefing meeting (included in Task 1, Phase 1 Budget)		0											
Address any follow-up items from meeting		1											
Follow-up after the meeting Quality Assurance/Review	0	1											
Quality Assurance/neview Total hours	4	7 8 6	17 0	42	0	0	0 0	0	0 0	0	42		
Total Fees	\$ 700.00 \$ 1,03	85.00 \$ 880.00 \$ 540.00 \$ 1,105	.00 \$ -	\$ 4,310.00	\$ - \$	ş -	\$ - \$ - \$ - \$	\$	\$ - \$		\$ 4,310.00	\$ 250.00	\$ 4,560.00
PHASE 3 TOTAL HOURS	18	20 46 46	60 0	190	2	5	0 0	0	0 0	o 🖬	95		
PHASE 3 TOTAL FEES	\$3,150.00 \$3,1	00.00 \$5,060.00 \$4,140.00 \$3,900	0.00 \$0.00	\$19,350.00	\$250.00	\$250.00		.00 \$0.0		\$0.00	\$ 19,600.00		
Task/Sub-Task					dPlanit	ETING THE				HOUR			TOTAL
PHASE 4: CRAFTING THE PLAN		PHASE 4: CRAFTING THE PLAN			PHASE 4: CRA		PHASE 4: CRAFTING THE PLAN		PHASE 4: CRAFTIN		PHASE 4: C	RAFTING THE PLA	N

Building partnerships, draft recommendations and identify implementation strategies.																					
Based upon the input received, data mined, analysis and discussions of the Steering Committee and Elected Official/PC workshops, the consultant team will develop a Comprehensive Plan. The length of the Comprehensive Plan will be approximately 50 pages not including the maps and Appendix. Graphics, texts, photographs and maps will be used to communicate the concepts. The Comprehensive Plan document created will be used by the City to post to the website.																					
Draft Comprehensive Plan Process																		HOURS	FEES	EXPENSES	TOTAL
Draft Comprehensive Plan Process Drafting Comprehensive Plan and presenting to joint meetings of the Planning Commission and City Commission.																		HOUKS	FEES	EXPENSES	TUTAL
Draft Comprehensive Plan sections and provide to city project team for review and comment.			24									2	2							\$ 100.00	
Make two (2) rounds of revisions to draft and prepare final draft for staff.		4	24	4	24				4		2	2	2	2		2					
Total hours		2	8	4	24	0	0	66	0		1	1	1	1	12	2	2	84		\$ 100.00	
Total Fees	s	1,050.00	\$ 4,960.00	\$ 440.00	\$ 2,160.00 \$	s - \$		\$ 8,610.00	\$ 500.00 \$	500.00 <b>\$</b>	465.00	\$ 645.00	\$ 405.00 \$	405.00	1,920.00	\$ 130.00	\$ 130.00	\$	11,160.00	\$ 200.00	\$ 11,360.00
PHASE 4 TOTAL HOURS		6	32	4	24	0	0	66.00	4	4	3	3	3	3	12	2	2	84			
PHASE 4 TOTAL FEES		\$1,050.00	\$4,960.00	\$440.00	\$2,160.00	\$0.00	\$0.00	\$8,610.00	\$500.00	\$500.00	\$465.00	\$645.00	\$405.00	\$405.00	\$1,920.00	\$130.00	\$130.00	\$	11,160.00	\$ 200.00	\$ 11,360.00
					HOCKEY CONSULTING								CFS Inc.				EN IL	HOUSE		EVDENCES	TOTAL
Task/Sub-Task				S	HOCKEY CONSULTING				dPlan PHASE 5: ADO							BOB L PHASE 5: AD		HOURS	FEES	EXPENSES	TOTAL
PHASE 5: ADOPTING THE PLAN				PHASE 5:	ADOPTING TH	IE PLAN			PHASE 5. ADO			PHASE 5:	ADOPTING TH	HE PLAN		PHASE 5. AD			PHASE 5:	PLAN ADOPTION	
Present plan to community & leadership. Modify and shepherd through adoption process. Establish implement tool.																					
Gather final input into plan and present to City for adoption and monitoring with performance dashboard.																					
5. A. Plan Presentation to staff, City Commission, Planning Commission, and community stakeholders																		HOURS	FEES	EXPENSES	TOTAL
Prepare presentation materials and present draft to various stakeholder groups.																					
Prepare presentation materials for stakeholder groups (City staff presents to them.)		2	0						0							0					
Present draft plan to City Commission/Planning Commission & make one set of revisions. (consultant presents)		4	0	2					0											\$ 50.00	
Present draft plan Public Hearing & make one set of revisions. (consultant presents)		4	0	2					0											\$ 50.00	
Total hours		10	0	4	0	0	0	14	0	0	0	0	0	0	0	0	0	14			
Total Fees	s	1,750.00	\$-	\$ 440.00	\$ - 5	s - s	-	\$ 2,190.00	\$ - S	s - s		\$ -	s - s		-	s -	\$ -	\$			· · · ·
Deliver final plan Provide final plan deliverables: The Comprehensive Plan shall be presented in a format and language that is user-friendly and easily comprehended and accessible to the general public. The consultant should make an effort to minimize the use of technical planning language. The extensive use of maps, graphics and other devices that will enhance the readability and easi-plus of the Masterplan is required. At the completion of the process, the consultant shall provide a complete Masterplan with all maps, graphs and tables.																		HOURS	FEES	EXPENSES	TOTAL
Deliver plan for City to create Web based version - assist with review and testing																					
Deliver one digital file of the Comprehensive Plan draft with all the inserts for review;		2	0	4					o												
Deliver one (1) digital file of the final Comprehensive Plan;		2	0	4					o												
Deliver one (1) set of Comprehensive Plan maps in digital format			0	4	4																
Total hours		4	0	12	4	0	0	20	0	0	0	0	0	0	0	0	0	20			
Total Fees	\$	700.00	\$ -	\$ 1,320.00	\$ 360.00 \$	5 - 5		\$ 2,380.00	\$ - S	- 5		\$ -	\$ - \$		-	\$ -	\$ -	\$	2,380.00	\$-	\$ 2,380.00
PHASE 5 TOTAL HOURS		14	0	16	A	0	0	34.0	0	0	0	0	0	0		0	0	34			
PHASE 5 TOTAL FIES		\$2,450.00	-	\$1,760.00	\$360.00	\$0.00	\$0.00	\$4,570.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$	4,570.00	\$ 100.00	\$ 4,670.00
TOTAL HOURS for PROJECT		85.5	59	204	198	60	6	612.5	28	31	21	6	10	22	59	250.5	250.5	953			
TOTAL FEES FOR PROJECT		\$14,962.50	\$9,145.00	\$22,440.00	\$17,820.00	\$3,900.00	\$540.00	\$68,807.50	\$3,500.00	\$3,500.00	\$3,255.00	\$1,290.00	\$1,350.00	\$2,970.00	\$8,865.00	\$14,592.50	\$16,282.50	\$	97,455.00	\$ 2,545.00	\$ 100,000.00