

EXHIBIT A
STATEMENT of WORK and DELIVERY SCHEDULE
TGM File Code 3B -15
Coquille Indian Tribe
Coquille Indian Tribe Comprehensive Plan

Definitions and Acronyms

Agency or ODOT – Oregon Department of Transportation
APM – Agency Project Manager
CIHA - Coquille Indian Housing Authority
CIT – Coquille Indian Tribe
CPWT – Comprehensive Plan Work Team
Empire Site -- North and South Empire Properties located along Cape Arago Hwy.
GIS – Geographic Information System
LOS – Level of service
North Bend Site -- North Bend properties
PMT – Project Management Team
Project – Coquille Indian Tribe Comprehensive Plan
TM – Technical Memo
TPM – Tribe Project Manager
TPAU – ODOT's Transportation Planning Analysis Unit
V/C – Volume to capacity

PROJECT MANAGEMENT TEAM ("PMT")

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A. PROJECT DESCRIPTION and OVERVIEW of SERVICES

Agency is contracting with Consultant for Services in connection with the following project (the "Project"):

Project Purpose and Transportation Relationship and Benefits

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

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

Project Area

The "Project Area" includes Properties in Empire, southwest of the City of Coos Bay; and Properties in the City of North Bend – see CIT Properties Map. Properties adjacent to the Project Area are within the jurisdiction of Coos County, City of Coos Bay, and the City of North Bend. The primary focus of the Project Area is the North and South Empire Properties ("Empire Site") located along Cape Arago Hwy. The emphasis for North Bend Properties ("North Bend Site") is on transportation interconnections and the specific land uses that are already in place and built out.

CIT, a federally recognized Indian Tribe, is seeking to complete a Comprehensive Plan. All the Properties included in the Comprehensive Plan are controlled by the Tribe, either as Trust Properties or Fee Properties, for the benefit of CIT members. Tribal housing is located on the Empire Site, as is the Community Health Center and many other Tribal member services. Also included in the Project Area are the Tribe's administrative offices on U.S. 101 in City of North Bend, where a number of Tribal members are employed. The Mill Casino and RV Park and Ko-Kwel Wharf, which also provides revenue to support Tribal member services, are also located in City of North Bend.

Background

CIT vision ("Vision") is "A community whose binding thread is its Coquille identity; where members give and receive from the Tribe and where Tribal sovereignty and culture is exercised and protected by decisions and actions that are based on long-term sustainable health and well-being of the Tribe and the region." With this as their Vision, the Tribe guarantees to its membership and the community that comprehensive planning will include sustainable land use. The Tribe desires to offer Tribal members, staff, and the visiting public the opportunity to walk and bike where they need or want to go on Tribal lands.

The Project will produce a Comprehensive Plan that will begin with a land use inventory, which will provide the foundation component for the first comprehensive land use planning effort to be completed by CIT. CIT does not have a detailed inventory of land uses adjacent to the Empire and North Bend Sites. Information will be plotted on maps and analyzed to identify potential conflicts and opportunities relating to housing, public access, public safety, multimodal transportation and circulation plan opportunities as well as environmental resource protection.

The current paved Empire Site roadways are limited to the central core of the South Empire property. Miluk Drive, Mexeye Loop, Jistajaya Court and Miluk Extension serve the Kilkich housing development. These roads contain the necessary utility infrastructure that supports CIT Housing, CIT Community Center, CIT Community Health Center, CIT Housing Authority, CIT Police Department, and CIT Culture, Education and Library Services Department. All other roads on the Empire Site are gravel surfaced resource management roads without any utility improvements.

Major transportation routes to the Project Area are under the jurisdiction of the Oregon Department of Transportation ("ODOT") via Cape Arago Highway (OR 540), and U.S. 101 through the City of North Bend and Coos County on Libby Lane. These facilities must be considered during the planning process.

The U.S. 101 corridor is the main access to the North Bend Site. The Project must consider the best and most appropriate use of existing ingress and egress points.

Tribal housing is located on the Empire Site, as is the Community Health Center and many other Tribal member services.

Project Objectives

The primary objectives of this Project are to:

- a) Create a Comprehensive Plan for the Project Area that will include the following elements:

1. Goals and Policies
 2. Demographic Element
 3. Land Use Element
 4. Natural and Cultural Resource Element
 5. Open Space and Recreation Element
 6. Economic Development
 7. Housing
 8. Public Facilities and Services Element
 9. Transportation
 10. Integration of Elements
 11. Implementation Program
- b) Identify compatible land uses and integrate with the transportation system to:
1. reduce the need for vehicle trips
 2. maximize the efficiency of public transportation
 3. offer increased multimodal transportation options
- c) Improve access within and to the Project Area

GENERAL PROVISIONS

Expectations about Written and Graphic Deliverables

Deliverables must be written concisely and use a simple and direct style, both to minimize the length of the final document and to make the document understandable to as large an audience as is reasonable. Where possible, information must be presented in tabular or graphic format, with a simple and concise accompanying narrative (e.g. system inventories, traffic conditions). Electronic documents must be in a format easily translated by a screen reader or text-to-voice software.

Consultant shall provide digital copies of written deliverables in Word and .pdf to the PMT, which will include TPM and APM.

The following apply to all deliverables unless otherwise specified in this statement of work or by Agency:

1. Draft Materials

Draft deliverables must be substantially accurate and complete, including photographs, maps, and tables; any changes or revisions needed to address comments are anticipated to be minor.

Consultant is not required to make major or extensive revisions without an approved contract amendment. This provision does not limit the right of Agency to require correction of deliverables that do not meet the requirements of this statement of work.

2. Text deliverables

All memoranda and reports must be delivered to TPM and APM digitally in Microsoft Word format, or an editable format agreed upon by PMT. Final versions of deliverables must also be provided in an open universally readable format. Memoranda and reports must be formatted for 8½-inch by 11-inch or 11-inch by 17-inch paper.

The following text must appear in Project's final products:

"This project is partially funded by a grant from the Transportation and Growth Management (TGM) Program, a joint program of the Oregon Department of Transportation and the Oregon Department of Land Conservation and Development. This TGM grant is financed, in part, by federal Fixing America's Surface Transportation Act (FAST Act), local government, and the State of Oregon funds.

The contents of this document do not necessarily reflect views or policies of the State of Oregon."

Consultant name or logos must not appear on final documents, with the exception of the acknowledgement page.

3. Maps and graphic deliverables

Maps and site plans must be provided as electronic deliverables which can be read and used directly with ArcGIS 10.0, geo-referenced to CIT's Geographic Information System ("GIS") base data, or in a format as agreed upon by PMT. Consultant shall provide the projection used for the Project. Metadata must be included for all GIS data and deliverables.

Maps and graphics must include details necessary to ensure usability. Maps must include, at a minimum: title; author; a scale; a direction indicator indicating north; a color scheme that ensures readability in black and white; a legend; source; and date for the underlying information.

All graphics, including but not limited to vector based graphics including perspectives, axonometric drawings and elevations created digitally, must be delivered to the PMT digitally in both the native format in which they are created such as Adobe Indesign, Photoshop, Sketch up, or AutoCad and in an open universally readable format (such as PDFs and or JPGs), as agreed upon by PMT.

4. Web Access to All Materials

Consultant shall provide all the materials developed for the Project to the Coquille Indian Tribe. CIT shall upload the documents to the tribe's website. CIT shall add a separate

web page to the tribal website (coquilletribe.org) for the development of the Comprehensive Plan and links to each document must be made available from this web page. PMT must have continued web access to all completed project files throughout the duration of the Project.

5. Expectations About Meetings and Public Involvement

CIT shall arrange all meetings including:

- Schedule, arrange, and prepare meeting facility. Facility must be ADA compliant.
- Advertise Comprehensive Plan Working Team ("CPWT") and public meetings using standard CIT processes, including published and mailed notices as appropriate
- Provide necessary equipment to conduct meetings

Consultant shall conduct all meetings unless otherwise noted in Tasks. Consultant shall prepare meeting presentations in consultation with CIT and APM. Consultant shall prepare CPWT meeting summaries include list of attendees, brief description of the topics discussed, and list of decisions or recommendations reached. Clear, handwritten notes taken during the meeting are acceptable. Consultant shall prepare public meeting summaries, which must include copy of sign-in sheets, and a brief description of topics discussed or themes that emerged.

The public involvement program must allow for the opportunity for enrolled Tribal members to be involved in all phases of the planning process.

CIT shall consider environmental justice issues, which is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. **Fair treatment** means that no group of people, including a racial, ethnic, or a socioeconomic group, should bear a disproportionate share of the negative environmental consequences resulting from industrial, municipal, and commercial operations or the execution of federal, state, local, and tribal programs and policies.

Meaningful involvement means that:

- (1) Potentially affected Tribal residents have an appropriate opportunity to participate in decisions about a proposed activity that will affect their environment and health;
- (2) the Tribal public's contribution can influence the regulatory agency's decision;
- (3) the concerns of all participants involved will be considered in the decision making process; and
- (4) the decision makers seek out and facilitate the involvement of those potentially affected.

CIT shall consider Title VI regarding outreach to minorities, women, and low-income populations. Special efforts shall be directed to ensuring outreach to and representation of minorities, women, and low income populations.

The primary aspect of Tribal public involvement is through the Public Meetings, and Tribal Council meetings. CIT shall ensure that meetings include outreach to and opportunity for representatives of the following interests to be heard: Tribal property owners, Tribal property development, Tribal business, Tribal residents-at-large, freight, and environmental justice. CIT shall transmit any comments received outside of the processes in this statement of work to the Consultant.

Specific information regarding the deliverables and responsibility of public involvement tasks are listed under the appropriate task.

Expectations About Transportation Analysis

Consultant shall have an Oregon-registered professional engineer (civil or transportation) perform or oversee all transportation analysis work. Any final technical memorandums ("TM") containing traffic analysis must be stamped. Traffic analysis software must follow Highway Capacity Manual 2010 procedures. Traffic analysis must comply with ODOT's Analysis Procedures Manual available at:

<http://www.oregon.gov/ODOT/TD/TP/Pages/APM.aspx>. Consultant shall coordinate all analysis with ODOT's Transportation Planning Analysis Unit ("TPAU") and Region 3 Traffic. Consultant shall get approval of methodology from TPAU and Region 3 Traffic prior to beginning analysis in Task 3.

TASK 1: PUBLIC INVOLVEMENT

1.1 Kick-off Meeting and Site Visit

CIT shall arrange, and Consultant shall attend, a meeting ("Kick-off Meeting") and Project Area site visit ("Site Visit"). The purpose of the Kick-off Meeting is for CIT and ODOT to provide guidance to the Consultant on the Project schedule, major tasks, meetings, milestones, deliverables and messaging. The Kick-off Meeting also is an opportunity for the Consultant to become familiar with the Project Area, conduct field reconnaissance, and assemble data and photography for use in later Project tasks. The due dates for Consultant's deliverables Contract without stated due dates must be included in a delivery schedule agreed to in writing at the Kick-off Meeting. The final delivery schedule is incorporated into this Contract upon agreement.

The Kick-off Meeting and Site Visit must be held during a single Consultant trip within four weeks of NTP. CIT shall schedule and Consultant shall facilitate the Kick-off Meeting, anticipated to be two hours in length. Site Visit is anticipated to be an additional

three hours in length. Consultant shall prepare a summary of the Kick-off Meeting and Site Visit within one calendar week of the meeting.

1.2 PMT Teleconferences

CIT shall arrange and attend up to 13 PMT Teleconferences, expected to be held monthly to review Project progress and identify and mitigate potential issues. The initial PMT Teleconference must be conducted within two calendar weeks of Notice to Proceed. PMT Teleconferences are anticipated to be no longer than 1 hour. Consultant Project Manager shall facilitate PMT Teleconferences. Consultant Project Manager shall take notes and distribute meeting summary to TPM and APM within 10 working days following each PMT Teleconference.

1.3 CPWT Roster

CPWT will represent State, local government, and CIT perspectives regarding development of the comprehensive plan. CPWT will provide technical guidance and input to the PMT throughout the comprehensive planning process. It is anticipated that each CPWT meeting will be three hours or less.

CIT shall establish CPWT membership and submit CPWT Roster to Consultant and APM. CPWT is expected to include representatives from the following:

- CIT Staff
- CIT Strategic Initiative Team
- Kilkich Residents Association
- Coquille Indian Tribe Housing Authority Board & Staff
- Coquille Indian Tribal Council
- ODOT Staff
- City of Coos Bay
- City of North Bend
- Coos County
- Coos County Area Transit
- Charleston Sanitary District
- Emergency Service Providers

1.4 Project Webpage

CIT shall develop, maintain, and update an interactive Project Webpage on their website (<http://www.coquilletribe.org/>) to inform CIT members of the Project's process. Project Webpage must include all project materials, questionnaires, meeting dates, contact information, and other relevant project information. Consultant shall provide content necessary for CIT to develop Project Webpage. CIT shall notify Tribe members of Project Webpage.

CIT Deliverables

- 1a Kick-off Meeting and Site Visit
- 1b PMT Teleconferences (up to 13)
- 1c CPWT Roster
- 1d Project Webpage

Consultant Deliverables

- 1A Kick-off Meeting, Site Visit and Summary
- 1B PMT Teleconferences (up to 13)
- 1C Project Webpage content

TASK 2: EXISTING POLICIES, GOALS AND OBJECTIVES, COMMUNITY VISION

2.1 Community Questionnaire Memorandum

Consultant shall prepare a memorandum ("Community Questionnaire Memorandum") summarizing expectations and desires of the CIT community for the Comprehensive Plan. Community Questionnaire Memorandum must include information on all responses to questions in final community questionnaire required under this task., trends, outliers, and other information relevant to Project.

Consultant shall coordinate with CIT and prepare and submit to PMT a draft community questionnaire to solicit input on community vision, goals, and growth within the Project Area. The questionnaire must explore issues of land use, transportation, housing, and community facilities. The questionnaire must be made available in a paper format, and the Consultant shall develop an electronic fillable format that will be posted on the Project Webpage.

CIT shall review and provide comments on draft community questionnaire to Consultant within 21 days of receipt. Consultant shall prepare and submit final community questionnaire to PMT within ten 10 days of receiving comments.

CIT shall distribute and collect final community questionnaire to enrolled Tribal members. CIT shall submit answered final community questionnaires to Consultant within 35 days of mailing to Tribal members.

Consultant shall submit Community Questionnaire Memorandum to TPM and APM for review and comment. CIT and APM shall submit comments to Consultant within 10 days of receipt. Consultant shall make necessary revisions and corrections and distribute to TPM and APM no later than 10 days prior to CPWT Meeting #1.

2.2 CIT Interviews Memorandum

Consultant shall prepare a memorandum ("CIT Interviews Memorandum") summarizing expectations and desires of the CIT community for the Comprehensive Plan. CIT Interviews Memorandum must document community goals, values and options solicited at interviews. CIT shall schedule interviews for the same day or immediately following the Kick-off Meeting and Site Visit. CIT shall combine several interviews into focus groups when feasible. Interviews not conducted during the same trip as the Kick-off Meeting and Site Visit shall be conducted by phone.

Consultant shall prepare a draft list of questions to ask at each interview and submit to CIT for review. CIT shall review and provide comments on draft questions to Consultant within 10 days. Consultant shall develop a final list of questions to ask at each interview.

CIT shall provide contact names and contact information to Consultant for interviews. CIT shall provide a meeting place for interviews, if necessary. Consultant shall conduct up to 10 interviews with CIT staff, committee members, enrolled Tribal members, and Tribal Officials. Focus groups may include: Cultural Committee, Kilkich Residents Association, CIT Health Advisory Board, Elders Committee, Coquille Indian Housing Authority ("CIHA") Board, Tribal Council, The Coquille Economic Development Corporation, Strategic Planning Team, Natural Resources Committee.

CIT Interviews Memorandum must include the final list of questions asked of each interviewee. CIT Interviews Memorandum must include the following information for each interview:

- Name of person interviewed
- Position of person interviewed
- Time, date, and location of interview
- Brief narrative summary of interview
- Key points made by interviewee, relative to the scope of this Project

Consultant shall submit CIT Interviews Memorandum to CIT and APM for review and comment. CIT and APM shall submit comments to Consultant within 10 days of receipt. Consultant shall make necessary revisions and corrections and distribute to CIT and APM no later than 10 days prior to CPWT Meeting #1.

2.3 Stakeholders Interviews Memorandum

Consultant shall prepare a memorandum ("Stakeholders Interviews Memorandum") summarizing concerns from CIT, local agencies, businesses, and land development for the Comprehensive Plan.

As part of preparing Stakeholders Interviews Memorandum, Consultant shall prepare a draft list of questions to ask at each interview and submit to CIT for review. CIT shall

review and provide comments on draft questions to Consultant within 10 days. Consultant shall develop a final list of questions to ask at each interview.

CIT shall provide contact names and contact information to Consultant for interviews. Consultant shall conduct up to 10 stakeholder interviews by phone with representatives from CIT, local agencies, businesses, and land development.

Stakeholders Interviews Memorandum must include the final list of questions asked of each interviewee. Stakeholders Interviews Memorandum must include the following information for each interview:

- Name of person interviewed
- Position of person interviewed
- Time, date, and location of interview
- Brief narrative summary of interview
- Key points made by interviewee, relative to the scope of this Project

Consultant shall submit Stakeholders Interviews Memorandum to CIT and APM for review and comment. CIT and APM shall submit comments to Consultant within 10 days of receipt. Consultant shall make necessary revisions and corrections and distribute to CIT and APM no later than 10 days prior to CPWT Meeting #1.

2.4 Draft TM #1

Consultant shall prepare "Draft TM #1" to establish baseline assumptions and context for preparing the Project, to define goals and objectives, and to define existing conditions and factors within the Project Area that may impact or influence the Project. Draft TM #1 must include a review of existing plans, policies, strategies, and codes applicable to the Project to understand and document the relationship to the Project. Draft TM #1 must include a summary and analysis of the results of the Community Questionnaire Memorandum, CIT Staff Interviews Memorandum, and Stakeholder Interviews Memorandum.

1. Goals and Objectives

Draft TM #1 must include:

- Purpose and Introduction – reasons and context for the Project.
- Problem Statement – serves as a basis for development and evaluation of alternatives, and the selection of a preferred alternative.
- Map of the Project Area
- Goals and Objectives – reflecting the goals and objectives of the CIT community for Project Area development.
- Evaluation Criteria – criteria for selecting the preferred alternatives, developed in consultation with CIT, including, at a minimum: cost, likelihood of being funded,

safety, land use, environmental effects, volume-to-capacity (“V/C”) and level of service (“LOS”) transportation impacts, and bicycle and pedestrian connectivity

2. Existing Policies and Plans

Draft TM #1 must include an inventory of federal, state, and local plans and policies that may impact development of the Project Area and identify any policy conflicts with CIT Vision for the Project Area, as expressed through adopted CIT documents and interviews. Consultant shall summarize the pertinent information from these documents and probable influence on the Project. Policies and plans must include, but are not limited to the following:

- CIT Strategic Plan
(<http://www.coquilletribe.org/docbin/strategicplanfinal121007.pdf>)
- CIT Zoning Ordinance
(<http://www.coquilletribe.org/docbin/315ZoningOrdinance.pdf>)
- CIT Transportation Plan
- CIT Empire Property Plan – Environmental Assessment
- Tarheel Lake Natural Area Management Plan
- Unmet Tribal Needs Report (redacted form)
- Hazard Mitigation Plan
- Coordinated Transit Plan

Consultant shall submit Draft TM #1 to CIT and APM for review and comment. CIT and APM shall submit comments to Consultant within 10 days of receipt. Consultant shall make necessary revisions and corrections and distribute to CIT and APM no later than ten (10) days prior to CPWT Meeting #1.

CIT Deliverables

- 2a List of CIT Community Members and Stakeholders to interview in subtasks 2.2 and 2.3
- 2b Review and comment on Consultant draft deliverables

Consultant Deliverables

- 2A Community Questionnaire Memorandum
- 2B CIT Interviews Memorandum
- 2C Stakeholder Interviews Memorandum
- 2D Draft TM #1

TASK 3 CONDITIONS

3.1 Draft TM #2: Demographics and Existing and Planned Conditions

Consultant shall prepare “Draft TM #2” to describe key socio-economic and demographic information within the Project Area, particularly the locations and

characteristics of Title VI populations. CIT shall provide demographic information to the Consultant. Consultant shall use information from CIT and most recent census data to provide a concise written general assessment of potential opportunities and constraints, if any, associated with these populations. Draft TM #2 must include the following:

- The characteristics of the current resident population
- A profile of likely future residents, including number of people and socio-economic status
- A review of historic demographic trends for the Project Area and surrounding area, based on the most current CIT Information from CIHA, The Tribal Member Services Department and CIT Administration.
- Maps showing current information and future trends

Consultant shall prepare Draft TM #2 to define those existing conditions and factors within the Project Area that may impact or influence the Project. Information in Draft TM #2 must be presented in narrative, graphic, tabular, and mapped form as appropriate, along with simple and concise narrative sections. Base maps must be developed using the most recent information available. Draft TM #2 must include maps of key infrastructure locations, natural and cultural resources, and land use features and conditions, as well as comprehensive plan or zoning designations, including any special coastal resource or other overlay zones.

Draft TM #2 must be based on existing information and data provided by CIT and ODOT. CIT or ODOT shall provide, no later than two weeks after Notice To Proceed, copies of any baseline documents or data needed by Consultant to prepare Draft TM #2. Information must be provided in the form of GIS files whenever possible. Other information may be provided in the form of internet links, photography, or electronic or hard copies of reports and studies. CIT and ODOT will obtain additional data and information that may be identified by the Consultant in the course of the Project that may be held by CIT or ODOT or other stakeholders or entities. Consultant is not responsible for generating new data and background information.

Draft TM #2 must include the following subtasks:

1. Built Infrastructure

A summary of the key existing locations and capacities of public facilities and any planned and funded street, bicycle or pedestrian infrastructure improvements that may impact Project Area. Features must include but are not limited to:

Transportation

- Right-of-way – Existing public road right of way or easements within and adjacent to the Project Area owned by CIT, City of Coos Bay, City of North Bend, Coos County, and State as available in GIS.

- Location, functional classification, and jurisdictional responsibility (including CIT, City of Coos Bay, City of North Bend, Coos County, and State) for roadways within and adjacent to the Project Area.
- Public transit services within and adjacent to the Project Area, including existing transit stops and routes, and any planned public transit facility and service improvements.
- Type, locations, approximate width, surface, and ownership for bicycle and pedestrian facilities within and adjacent to the Project Area as available in GIS and field verified during the field visit or via Google Maps.
- Rail: rail lines within and adjacent to the Project area, ownership, right of way, easements, public crossings, and private crossings as provided by ODOT or CIT.

Sanitary Sewer

- Locations and size of sanitary sewer lines within and adjacent to the Project Area, including condition of lines if such information is available.
- Function, location, and capacity of any sewer treatment facilities or pump stations within or adjacent to the Project Area.

Water Supply

- Locations and size of water lines within or adjacent to the Project Area, including condition of lines if such information is available.
- Function, location, and capacity of any water treatment facilities or pump stations within or adjacent to the Project Area.

Storm water

- General description of the type of stormwater systems presently functioning within and adjacent to the Project Area

Electrical Power

- Location and capacity of transmission-scale (60kV or larger) electric power lines and towers within and adjacent to the Project Area.
- The location and capacity of the nearest electrical power substation, even if the substation is outside of the Project Area.

Natural Gas

- Function, location, and capacity of natural gas transmission and supply lines within and adjacent to the Project Area.

Other Facilities

- Function, location and capacity of public facilities, such as police station, schools, fire stations, libraries, and other government facilities.

2. Natural and Cultural Resources

An inventory of the key natural and cultural resources within the Project Area.

Resources must include but are not limited to:

- Statewide Planning Goal 5 Resources
- Federal Emergency Management Agency floodplains (up to 100-year)
- Wetlands and non-wetland waters
- Endangered Species Act and Oregon-listed and sensitive species

- Known hazardous materials sites
- National Environmental Policy Act 4(f) and 6(f) resources
- Topographic information, including steep and unstable slopes
- Tsunami inundation zones

Consultant shall not inventory historic, cultural, and archaeological resources within Tribal lands and ancestral homelands. The PMT will work with the Tribal Historical Preservation Officer and the Cultural Resources Department to ensure the protection of these resources.

3. Land Uses

A summary of existing uses and approved planned land uses within and adjacent to the Project Area. Draft TM #2 must include but is not limited to:

- Existing uses, including whether conforming or non-conforming
- Approved planned uses and lack or approved designations
- Property lines and ownership
- Waterfront access
- Visual linkages and visual corridors.
- Gateways and signage.
- Building locations and design

4. Traffic Conditions and Impacts

ODOT will provide baseline traffic counts taken in March through October 2016 for the locations identified below.

Consultant shall analyze existing traffic conditions, including current traffic volumes, and deficiencies on U.S. 101, Cape Arago Highway and key Project Area streets identified below, based on ODOT counts and other data. Analysis must include the current LOS, V/C, 95th percentile queuing and turning movements at key intersections.

Empire Site:

16 hr classification count – Cape Arago Highway & Miluk Dr

4 hour classification (2-6 PM) counts:

- Cape Arago Highway & Tarheel Loop
- Cape Arago Highway & Tarheel Ln
- Cape Arago Highway & Spaw Ln
- Cape Arago Highway & Grinnell Ln
- Cape Arago Highway & Wisconsin Ave
- Libby Ln & ballfield access road

North Bend Site (counts must be taken on Fridays)

16-hr classification count – U.S. 101 & Mill Casino Main Driveway

4-hour classification (2-6 PM) counts:

- U.S. 101 & RV Park entrance
- U.S. 101 & old Weyerhaeuser access
- U.S. 101 & Newmark

All volumes must be adjusted to the 30th highest hour, during the PM peak period. Signalized intersections must use Highway Capacity Manual 2000 (“HCM2000”) methods for obtaining intersection V/C ratios. Consultant shall obtain signal timing from Region 3 Traffic. All micro-simulations must be calibrated following Analysis Procedures Manual guidelines.

For the Empire Site area only, analysis must also include a qualitative summary of pedestrian and bicycle needs and conflict areas given waterfront attractors, festivals, parking, retail, mixed-use or employment center access in Project Area. Consultant shall use the Qualitative Multimodal Assessment in Chapter 14 of the Agency’s Analysis Procedure Manual for the pedestrian, bike and transit modes on each key Empire Site intersection or location identified above as appropriate.

Consultant shall submit analysis and conclusions to TPAU and Region 3 Traffic for review and approval prior to submitting Draft TM #2 in its entirety.

5. Crash Analysis

ODOT will provide five years of crash data within Project Area from ODOT’s Crash Data & Reporting Unit for:

- Cape Arago Highway
- Libby Lane
- Miluk Drive
- Mexeye Loop

Consultant shall calculate segment and intersection crash rates at access points to Project Area. Consultant’s data for State highways must include locations of Safety Priority Index System sites. Intersection and segment crash rate calculations must use the Highway Safety Manual Critical Rate method and be compared with the published 90th percentile rates in Table 4-1 in ODOT’s Analysis Procedure Manual. Segment crash rates must be compared with Table II in ODOT’s published Crash Rate Tables for similar facilities. Consultant shall identify and present crash patterns and potential countermeasures or safety

improvements, for any identified locations that exceed the published intersection and segment or calculated critical intersection rate. Any identified potential countermeasures should be taken from the ARTS Crash Reduction Factors listing or the Crash Reduction Factors Appendix available at:

<https://www.oregon.gov/ODOT/HWY/TRAFFIC-ROADWAY/Pages/ARTS.aspx>
Summary crash data results including crash rates must be documented.

6. Future Traffic Conditions

Consultant shall develop and summarize 2035 land use and transportation growth conditions. The no-build scenario must follow the same format and contain the same information as developed in the TM #2. Consultant shall request modeling work using the model request form available at:

<http://cms.oregon.gov/ODOT/TD/TP/Pages/Tools.aspx>. Modeling must use the currently accepted City of Coos Bay model. Consultant shall allow three weeks from the time the model request is approved by TPAU for TPAU to generate the requested work. Consultant shall post-process the model volume data into future no-build traffic volumes.

In developing the no-build scenarios, Consultant shall rely only on planned transportation improvements that have an identified and committed funding source (e.g. are listed in the Statewide Transportation Improvement Program or Coos County, City of Coos Bay, and City of North Bend Capital Improvement Plans.

Average Daily Traffic deriving from shorter duration counts be used to supplement full Average Daily Traffic counts if characteristically appropriate K-factors from 16+ hour counts were used in the calculations.

For the Empire Site, Consultant shall develop qualitative analysis for the pedestrian, bike and transit modes on each major road segment as appropriate. TM #2 must include a summary of assumptions approved in Transportation Methodology and Assumptions Memorandum used to develop the future conditions. Analysis must also include a qualitative summary of pedestrian and bicycle needs and conflict areas given region attractors, festivals, parking, retail, mixed-use or employment center access. For both the Empire and North Bend Sites study intersections, Consultant shall analyze future traffic conditions, including traffic volumes, deficiencies and year deficiency is expected to occur. TM #2 must include the current LOS, V/C, queuing and turning movements at key study intersections.

Consultant shall submit Draft TM #2 to CIT and APM for review and comment. CIT and APM shall submit comments to Consultant within 10 days of receipt. Consultant shall

make necessary revisions and corrections and distribute to CIT and APM no later than 10 days prior to CPWT Meeting #1.

3.2 Traffic Methodology & Assumptions Memorandum

Consultant shall prepare and submit a "Traffic Methodology and Assumptions Memorandum" addressing existing conditions, future conditions and alternative analysis appropriate to the scale of Project Area. Consultant shall submit the Traffic Methodology and Assumptions Memorandum to TPAU and Region 3 Traffic prior to beginning analysis work in task 3. The Traffic Methodology and Assumptions Memorandum must be attached to Final TM #3 as Appendix A.

3.3 CPWT and Tribal Council Meeting #1

CIT shall arrange and Consultant shall conduct "CPWT Meeting #1." The purpose of CPWT Meeting #1 is to review Draft TM #1 and Draft TM #2. CPWT Meeting #1 will be conducted as a teleconference meeting. The CPWT shall make recommended revisions to Draft TM #1 and TM #2. Consultant shall present the Revised Draft to the Tribal Council at a Tribal Council Workshop meeting ("Tribal Council Meeting #1") to receive any further changes or recommendations prior to development of the Final Drafts of TM#1 and TM#2.

Consultant shall prepare an agenda, meeting displays and handouts for the teleconference CPWT and Tribal Council Meeting #1 and submit electronically to CIT and APM at least 10 business days prior to each meeting. Consultant shall prepare meetings summary and submit to CIT and APM within 10 business days after CPWT and Tribal Council Meeting #1.

3.4 Final TM #1 and Final TM #2

Consultant shall finalize Revised Draft TM #1 and Draft TM #2, incorporating consolidated, non-conflicting comments from APM and from CIT, including feedback collected at CPWT Meeting #1 and Tribal Council Meeting #1. Consultant shall submit Final TM #1 and Final TM #2 to CIT and APM within two weeks of CPWT and Tribal Council Meeting #1.

CIT Deliverables

- 3a Information for Draft TM #2
- 3b CPWT and Tribal Council Meeting #1
- 3c Review and comment on Consultant draft deliverables

ODOT Deliverables

- 3a Information for Draft TM #2

Consultant Deliverables

- 3A Draft TM #2
- 3B Traffic Methodology and Assumptions Memorandum
- 3C CPWT and Tribal Council Meeting #1
- 3D Final TM #1 and Final TM #2

TASK 4: OPPORTUNITIES and CONSTRAINTS

4.1 Draft TM #3: Opportunities and Constraints

Consultant shall prepare "Draft TM #3" to reflect the current vision of the future for the Empire Site as the basis for Task 5 alternatives analysis. Information in Draft TM #3 must be presented in graphic, tabular, and mapped form as appropriate, along with simple and concise narrative sections as needed, including a consolidated map showing key opportunities and constraints. Base maps must be developed using the most recent information available.

Draft TM #3 must include the following:

1. Vision and Needs

Compare and contrast the information in Final TMs #1 and #2 and the ideas and concepts discussed in CPWT Meetings to reflect the current vision for the Project Area.

2. Opportunities

Opportunities within the Empire Site to meet the vision for the Empire Site. A description of potentially suitable land uses and intensity of uses for the Empire Site, including compatibility with surrounding land uses, infrastructure, traffic volumes, pass-by traffic and visibility, strategic partnerships, market-based siting conditions, and zoning. Whether otherwise suitable land uses and intensity of uses would be compatible subject to implementation of feasible infrastructure upgrades or zoning amendments. As applicable, opportunities may include:

- Incorporation of CIT cultural components and design elements.
- Reuse or preservation of buildings, gateways, landscaping, and other site amenities.
- Open spaces and natural areas.
- Waterfront access for viewing, fishing and boating.

3. Constraints

Constraints to implementing the vision for the Empire Site. Constraints may include, but are not limited to:

- Topography, including steep or unstable slopes.

- Known hazardous materials sites.
- Environmental issues requiring avoidance or mitigation.
- Tsunami inundation/flood zones.
- Transportation system limitations, including potential right of way constraints.
 - Deficiencies and needs for both vehicular and non-vehicular traffic. Deficiencies and needs must be presented in tabular and mapped formats, and include a narrative, the year in which the deficiency or need is expected to occur, and the “triggers” that indication the deficiency or need has been reached.
 - Areas with specific safety concerns.
 - Deficiencies in bicycle, pedestrian, and transit connections.
- Potential land use conflicts.
- Legal or policy requirements or guidelines.
- Utilities/Public service infrastructure.

Consultant shall submit Draft TM #3 to CIT and APM for review and comment. CIT and APM shall submit comments to Consultant within 10 days of receipt. Consultant shall make necessary revisions and corrections and distribute to CIT and APM no later than 10 days prior to CPWT Meeting #2.

4.2 CPWT and Tribal Council Meeting #2

CIT shall arrange and Consultant shall conduct CPWT Meeting #2. The purpose of CPWT Meeting #2 is to review Draft TM #3 and solicit input to be considered in developing Task 5 alternatives. CPWT Meeting #2 will be conducted as a teleconference meeting. The CPWT shall make recommended revisions to the Draft TM #3. Consultant shall present Revised Draft TM #3 to the Tribal Council at a Tribal Council Workshop meeting (“Tribal Council Meeting #2”) to receive any further changes or recommendations prior to development of the Final Drafts of TM #3.

Consultant shall prepare an agenda, meeting displays and handouts for CPWT and Tribal Council Meeting #2 and submit electronically to CIT and APM at least 10 business days prior to CPWT and Tribal Council Meeting #2. Consultant shall prepare meetings summary and submit to CIT and APM within 10 business days after CPWT and Tribal Council Meeting #2.

4.3 Final TM #3

Consultant shall revise Draft TM #3, incorporating consolidated, non-conflicting comments from APM and from CIT, including feedback collected at CPWT and Tribal Council Meeting #2. Consultant shall submit Final TM #3 to CIT and APM within two (2) weeks of CPWT Meeting #2.

CIT Deliverables

- 4a CPWT and Tribal Council Meeting #2
- 4b Review and comment on Consultant draft deliverables

Consultant Deliverables

- 4A Draft TM #3
- 4B CPWT and Tribal Council Meeting #2
- 4C Final TM #3

TASK 5: ALTERNATIVES DEVELOPMENT

5.1 Project Review Meeting

CIT shall arrange and Consultant shall conduct a "Project Review Meeting" prior to initiating production of Draft TM #4. Project Review Meeting must include the PMT, and other individuals from Consultant team, CIT and ODOT. The purpose of Project Review Meeting is to review Project outcomes to date, consider possible Project Area development concept alternatives and provide guidance to Consultant on the alternatives that may be fatally flawed or otherwise not acceptable.

The Project Review Meeting will take place via videoconference and is anticipated to be two hours in length. Consultant shall produce written meeting notes and submit to CIT and APM within one week after the Project Review Meeting.

5.2 Draft TM #4: Land Use Alternatives

Consultant shall prepare "Draft TM #4" to identify and analyze potential land use concept alternatives for the Empire Site and their likely effect on the transportation network and other public facilities. Information in Draft TM #4 must be presented in graphic, tabular, and mapped form as appropriate, along with simple and concise narrative sections as needed. Graphics including site plan(s), aerial(s), elevation, or axonometric views must be included to illustrate the alternatives. Base maps must be developed using the most recent information available.

Draft TM #4 must include the following subtasks:

1. Land Use Alternatives

Two Empire Site land use concept alternatives based on work undertaken in previous tasks and associated CIT, CPWT, and other input, as well as the outcomes of Project Review Meeting. Each land use concept alternative must describe or map the following:

- Proposed land uses, and resulting density, population, housing, and employment forecasts.

- Needed improvements and impacts or benefits to vehicular transportation facilities and network, including freight, parking and access management.
- Needed improvements and impacts/benefits to bicycle and pedestrian facilities and network, and connections to the local transportation system.
- Needed improvements to utilities, including water, sewer, stormwater, natural gas and electric.
- Any local and state land use and environmental approvals that would be needed, including any necessary exceptions to the Statewide Planning Goals.
- Rough Order Magnitude concept cost estimates, for transportation and utilities, and lack of or known limitations to potential funding.
- Identification of financial, market, or other feasibility barriers to the alternative.

Draft TM #4 must include a completed evaluation matrix for all alternatives.

2. Traffic Alternatives

Consultant shall work with APM, CIT, TPAU and Region 3 Traffic to determine which, if any, of the land use concept alternatives require additional traffic modeling. Consultant shall develop and summarize 2035 land use and transportation growth conditions for up to 2 land use concept alternatives for the Empire Site only. Consultant shall analyze future traffic conditions, including traffic volumes and deficiencies on key Empire Site area intersections and locations identified in TM #2. Analysis must include a qualitative summary of pedestrian and bicycle needs and conflict areas given proposed land uses.

Draft TM #4 must include transportation network that supports the land use concept alternatives. The transportation network must include the bicycle, pedestrian, transit and auto transportation systems, and include for each system:

- Recommended standards – LOS, V/C
- Evaluation criteria to evaluate transportation system alternatives
- Connectivity improvements (new, and changes to or extensions of existing)
- Safety improvements
- Geometric improvements
- Americans with Disabilities Act improvements

The modal concept must include a bicycle and pedestrian network that meets CIT desired standards, as well as a transit component, identifying potential future transit services, transit stops, and shelter locations. CIT, Consultant, and ODOT must agree on the proposed new arterial and collector roads that are part of the primary network. Streets must conform to desired street standards of the CIT and ODOT.

For each transportation alternative, Consultant shall:

- Design concept-level diagrams with a narrative description
- Review constraints and identify any conflicts
- Develop a planning-level cost estimate
- Identify impacts/benefits to bicycle and pedestrian network
- If specifically to address a safety concern, Consultant shall summarize safety impacts of each design

Consultant shall use CIT performance standards to evaluate the performance of each intersection and segment analyzed. Future intersections must comply with relevant jurisdiction's access management and mobility standards. Consultant shall propose mitigation to address access management or mobility standards deficiencies.

Consultant shall use the City of Coos Bay, City of North Bend, and Coos County Transportation System Plans and comprehensive plans to make initial assumptions about road designations, carrying capacity and traffic demand from surrounding land uses.

3. Public Facilities and Services

Identification of needs for public facilities on the Empire Site, for example water distribution and supply, stormwater management, sanitary sewers, police station, schools, fire stations, libraries, and other government facilities.

Consultant shall submit Draft TM #4 to CIT and APM for review and comment. CIT and APM shall submit comments to Consultant within 10 days of receipt. Consultant shall make necessary revisions and corrections and distribute to CIT and APM no later than 10 days prior to CPWT Meeting #3.

5.3 CPWT Meeting #3

CIT shall arrange and Consultant shall conduct CPWT Meeting #3. The purpose of CPWT Meeting #3 is to review Draft TM #4 and solicit input for selecting the Preferred Alternative. This meeting shall be conducted as a teleconference meeting. The CPWT shall make recommended revisions to Draft TM #4. Consultant shall present Revised Draft to the Tribal Council at a Tribal Council Workshop meeting to receive any further changes or recommendations prior to development of the Final Drafts of TM #4.

Consultant shall prepare an agenda, meeting displays and handouts for CPWT Meeting #3 and submit electronically to CIT and APM at least 10 business days prior to CPWT Meeting #3. Consultant shall prepare meeting summary and submit to CIT and APM within 10 business days after CPWT Meeting #3.

CIT shall distribute agenda and meeting materials at least one week prior to CPWT Meeting #3. CIT shall distribute meeting summary to CPWT within 10 days after meeting.

5.4 Public Meeting #1

CIT shall arrange and Consultant shall conduct "Public Meeting #1." The purpose of Public Meeting #1 is to provide an opportunity for CIT members to view Project information and recommendations, and provide input for selecting the Preferred Alternative. Public Meeting #1 must be conducted as an informal, drop-in style meeting for the CIT members to attend at their convenience and is anticipated be a minimum of 3, but no more than 4 hours, including set-up and tear-down. This meeting will be scheduled on August 3, 2017 during the CIT's scheduled Family Camp event in Sunriver, Oregon.

Consultant shall design display ads and postcards advertising the meeting and provide to CIT and APM at least one month prior to Public Meeting #1. Consultant shall prepare an agenda, meeting displays and handouts for Public Meeting #1 and submit electronically to CIT and APM at least 10 business days prior to Public Meeting #1. Consultant shall prepare online questionnaire to supplement Public Meeting #1. Consultant shall prepare meeting and questionnaire summary, including a copy of the sign-in sheets, and submit to CIT and APM within 10 business days after Public Meeting #1.

CIT shall print and distribute display ads and postcards. CIT shall distribute agenda and meeting materials at least one week prior to Public Meeting #1. CIT shall distribute meeting summary to CPWT within 10 days after Public Meeting #1.

5.5 Final TM #4

Consultant shall revise Draft TM #4, incorporating consolidated, non-conflicting comments from APM and from CIT, including feedback collected at CPWT Meeting #3 and Public Meeting #1. Consultant shall submit Final TM #4 to CIT and APM within 2 weeks of Public Meeting #1.

CIT Deliverables

- 5a Project Review Meeting
- 5b CPWT Meeting #3
- 5c Public Meeting #1
- 5d Review and comment on Consultant draft deliverables

Consultant Deliverables

- 5A Project Review Meeting
- 5B Draft TM #4
- 5C CPWT Meeting #3
- 5D Public Meeting #1

5E Final TM #4

TASK 6: PREFERRED ALTERNATIVE

6.1 Draft TM #5: Preferred Alternative

Consultant shall prepare "Draft TM #5" to describe and document a preferred land use and transportation alternative for the Empire Site. Information in Draft TM #5 must be presented in graphic, tabular, and mapped form as appropriate, along with simple and concise narrative sections as needed. Base maps must be developed using the most recent information available.

Draft TM #5 must include the following:

1. Preferred Alternative

Recommendations for a preferred land use and transportation alternative for the Empire Site, based on input from the CIT, CPWT, public comments, and the outcomes of applying the evaluation matrix criteria. Draft TM #5 must include a refined assessment of all the elements analyzed that are specific to the Preferred Alternative. Consultant shall prepare a conceptual plan and maps for the Empire Site and site plans for up to three new Tribal Housing development projects. Draft TM #5 must include proposed cross-sections of transportation facilities.

Preferred Alternative must include an integration of elements, resolving potential conflicts among elements and with regional, state, and adjacent community plans. Integration of elements must include identification of conflicts among infrastructure and between plans, as well as methods to resolve those conflicts.

2. Implementation and Funding Strategies

Descriptions of the actions recommended to implement the preferred alternative:

- Implementation phasing plan
- Funding strategy identifying possible funding sources

Consultant shall submit Draft TM #5 to CIT and APM for review and comment. CIT and APM shall submit comments to Consultant within 10 days of receipt. Consultant shall make necessary revisions and corrections and distribute to CIT and APM no later than 10 days prior to CPWT Meeting #4.

6.2 CPWT Meeting #4

CIT shall arrange and Consultant shall conduct CPWT Meeting #4. The purpose of CPWT Meeting #4 is to review Draft TM #5 and solicit input on the Preferred Alternative. CPWT Meeting #4 will be conducted as a teleconference meeting. The CPWT shall make recommended revisions to Draft TM #5. Consultant shall present

Revised Draft TM #5 to the Tribal Council at a Tribal Council Workshop meeting to receive any further changes or recommendations prior to development of the Final Drafts of TM #5.

Consultant shall prepare an agenda, meeting displays and handouts for CPWT Meeting #4 and submit electronically to CIT and APM at least 10 business days prior to CPWT Meeting #4. Consultant shall prepare meeting summary and submit to CIT and APM within 10 business days after meeting.

CIT shall distribute agenda and meeting materials at least 1 week prior to CPWT Meeting #4. City shall distribute meeting summary to CPWT within 10 days after meeting.

6.3 Public Meeting #2

CIT shall arrange and Consultant shall conduct "Public Meeting #2." The purpose of Public Meeting #2 is to provide an opportunity for CIT members to view Project information and recommendations, and provide input on the Preferred Alternative. Public Meeting #2 must be conducted as an informal, drop-in style meeting with a presentation for the CIT Tribal members, including CIT Focus Groups, CIT Committees, CIT Strategic Planning Team and CIT staff to attend at their convenience and is anticipated to be a minimum of 3 hours and no more than 4 hours, including set-up and tear-down.

Consultant shall design display ads and postcards advertising the meeting and provide to CIT and APM at least 1 month prior to Public Meeting #2. Consultant shall prepare an agenda, meeting displays and handouts for Public Meeting #2 and submit electronically to CIT and APM at least 10 business days prior to Public Meeting #2. Consultant shall prepare meeting summary, including a copy of the sign-in sheets, and submit to CIT and APM within 10 business days after meeting.

CIT shall print and distribute display ads and postcards. CIT shall distribute agenda and meeting materials at least one week prior to Public Meeting #2. CIT shall distribute meeting summary to CPWT within 10 days after meeting.

6.4 Final TM #5

Consultant shall revise Draft TM #5, incorporating consolidated, non-conflicting comments from APM and from CIT, including feedback collected at CPWT Meeting #4 and Public Meeting #2. Consultant shall submit Final TM #5 to CIT and APM within two weeks after Public Meeting #2.

CIT Deliverables

- 6a CPWT Meeting #4
- 6b Public Meeting #2
- 6c Review and comment on Consultant draft deliverables

Consultant Deliverables

- 6A Draft TM #5
- 6B CPWT Meeting #4
- 6C Public Meeting #2
- 6D Final TM #5

TASK 7: COMPREHENSIVE PLAN

7.1 Draft Comprehensive Plan

Consultant shall prepare "Draft Comprehensive Plan." Draft Comprehensive Plan formatting, layout, and appearance must be reflective of CIT culture. Draft Comprehensive Plan must reflect CIT's vision, and must be prepared using deliverables developed over the course of the Project and input received from PMT, CPWT, and enrolled Tribal members. Draft Comprehensive Plan must include the following:

- Executive Summary.
- Summary of key plans and policy and existing conditions.
- Summary of key opportunities and constraints for the Empire Site.
- Refined 20-year land use and transportation forecast.
- Land use Code concepts for the Empire Site, with a map showing preferred land use designations.
- Design and building themes, gateways, landscaping, site layouts, open spaces and recreational spaces, site amenities, and other similar improvements for the Empire Site.
- Transportation improvements and features, including roadway capacity improvements and streetscapes, bicycle lanes and sidewalks, and trails for the Empire Site.
- Planning-level cost estimates tied to the construction cost index for all applicable elements of the Empire Site Preferred Alternative.
- Implementation and funding strategies, including:
 - A schedule of improvements.
 - Recommendations for expansions or replacement of public facilities.
 - Implementation of circulation system components.
- Proposed changes or modifications to CIT's regulatory system including zoning map, zoning, subdivision rules and regulations, and design review.
- Appendices with technical data and information collected at CPWT Meetings, Public Meetings, interviews, other meetings and presentations.

Consultant shall submit Draft Comprehensive Plan to CIT and APM for review and comment at least four weeks before Tribal Council Presentation. CIT and APM shall submit comments to Consultant within 10 business days of receipt. Consultant shall make necessary revisions and corrections and distribute to CIT and APM no later than one week prior to Tribal Council Presentation.

7.2 Tribal Council Presentation

CIT shall arrange the "Tribal Council Presentation." The purpose of the Tribal Council Presentation is to solicit feedback on the Draft Comprehensive Plan prior to preparing Revised Comprehensive Plan.

Consultant shall attend, conduct and answer questions, take notes, and gather information necessary to edit Draft Comprehensive Plan and prepare Revised Comprehensive Plan.

7.3 Revised Comprehensive Plan

Consultant shall revise Draft Comprehensive Plan based on comments from Tribal Council Presentation, and submit the "Revised Comprehensive Plan" to CIT and APM within two weeks after Tribal Council Presentation.

7.4 CIT Tribal Council Adoption Hearing

CIT shall arrange and conduct a CIT "Tribal Council Adoption Hearing" for the purpose of formally adopting the Revised Comprehensive Plan.

7.5 Title VI Report

CIT shall prepare and submit to APM a "Title VI Report" documenting project process and outreach for all identified groups.

7.6 Final Comprehensive Plan

Consultant shall prepare and submit to PMT the "Final Comprehensive Plan" reflecting the actions at the CIT Tribal Council Adoption Hearing. Consultant shall provide CIT and APM each with the following:

- Two hardbound copies of Final Comprehensive Plan, including appendices
- Two electronic copies of Final Comprehensive Plan, including appendices
- Two electronic copies of all Project files including sign in sheets, draft and final TMs, and ArcGIS files.

CIT Deliverables

- 7a Tribal Council Presentation
- 7b CIT Tribal Council Adoption Hearing
- 7c Title VI Report
- 7d Review and comment on Consultant draft deliverables

Consultant Deliverables

- 7A Draft Comprehensive Plan
- 7B Tribal Council Presentation
- 7C Revised Comprehensive Plan
- 7D Final Comprehensive Plan

CONTINGENCY TASKS

Upon written authorization from APM, Consultant shall complete the following contingency tasks.

Task C.1 Additional Meetings

Consultant shall facilitate up to four additional meetings, according to standards for the CPWT. APM, with input from TPM, shall determine the number and schedule of meetings. Upon determination of needed meeting, APM will issue NTP.

CIT Deliverables

C1A Additional Meetings (up to 4)

Consultant Deliverables

C1A Additional Meetings (up to 4)

PROJECT SCHEDULE

<i>Task</i>	<i>Schedule</i>
1	March 2017
2	March 2017 – May 2017
3	May 2017 – July 2017
4	August 2017 – September 2017
5	September 2017 – December 2017
6	January 2018 – February 2018
7	February 2018 – April 2018

CIT Properties Map

