

<b>Task Name</b>	<b>Description of Task</b>	<b>Deliverables</b>	<b>Task Cost</b>	<b>Local Match (10%)</b>	<b>SCBC Funds (90%)</b>	<b>Additional Funds/Resources</b>	<b>Schedule</b>
1. Kick-Off Meeting	Consultant team meets with the project steering committee to review project activities, outcomes and timelines.	Project outline. Project timeline.	\$1,080	\$108	\$972		May-16
2. Analysis of Existing Conditions	Compile/create information on the existing transportation and land use conditions along the Main Street Corridor.	Narrative report. Maps and/or illustrations of the existing conditions.	\$17,400	\$1,740	\$15,660		1-Oct-16
3. Workshop	Meet with steering committee to review Task 2 findings. Facilitate a workshop to review findings of Task 2 and identify project opportunities.	Facilitate two meetings.	\$2,040	\$204	\$1,836		30-Nov-16
4. Evaluate opportunities	Evaluate desired improvements based on existing constraints, design standards, cost-effectiveness and other considerations.	Summary report/matrix.	\$13,200	\$1,320	\$11,880		30-Mar-17
5. Schematic of streetscape and parking improvements	Develop maps and illustrations to depict desired improvements.	Master plan maps and illustrations.	\$14,400	\$1,440	\$12,960		22-Apr-17

6. Workshop	Meet with steering committee to review Task 4 and 5 findings. Present findings at a public workshop and gather input on proposed improvements.	Facilitate two meetings.	\$2,040	\$204	\$1,836		May-17
7. Implementation Plan	Develop an implementation plan, including cost estimates for each proposed improvement strategy.	Implementation Plan.	\$7,200	\$720	\$6,480		1-Jun-17
8. Final Presentations	Meet with the steering committee to review the revisions based on Task 6 and findings from Task 7. Present draft findings at a public meeting/Selectboard.	Facilitate two meetings.	\$2,040	\$204	\$1,836		30-Jun-17
9. Master Plan Report	Prepare a final Streetscape Master Plan. Review a draft with steering committee. Finalize the report based on input. Provide five hard copies and digital files.	Final Master Plan Document.	\$15,600	\$1,560	\$14,040		31-Aug-17
<b>Total Project Cost</b>			\$75,000	\$7,500	\$67,500		