

Exhibit "B"

			Dan Nickel, MSC	Kim Frappier	Leila Willoughby-Oakes	Amber Mikuscak Champoux, PLA, GISP	Grayson Morris	Laura Keil	Angela R. Mele	Brooke Taylor		
Task	Subtask	Description	\$210	\$155	\$145	\$180	\$120	\$100	\$105	\$110	Total Cost	
			DN	KF	LW	AMC	GM	LK	ARM	BT		
1	Project Administration and Coordination											
1	1.A	Project Kick-off Meeting	2.00	2.00	2.00			2.00			\$1,220	
1	1.B	General Project Administration and Coordination, including meetings with City Staff (6)	6.00	50.00	22.00			6.00		3.50	\$13,185	
1	1.B	Develop project schedule for public outreach plan development (one draft, one final version)	1.00	3.00	1.00						\$820	
Subtotal											\$ 15,225.00	
2	Public Engagement Plan Development											
2	2	Work session with City staff (1 meeting); Includes agenda/minutes. (SOW items 2.A. and 2.B)		3.00	3.00			3.00			\$1,200	
2	2.A	Define Stakeholders: Background research and planning		4.00	4.00			2.00			\$1,400	
2	2.B	Engagement Tools: Additional research and planning as needed (SOW identifies proposed methodology)		3.00	3.00			2.00			\$1,100	
2	2.C	Develop Public Engagement Plan (Based on Tasks 2A and 2B - one draft, one final version)	2.00	12.00	4.00						\$2,860	
Subtotal											\$ 6,560.00	
3	Implement Public Engagement Plan											
3	3.A	Develop graphic and narrative content for outreach, public notices, social media, online open house and other engagement tools/events.		8.00	2.00	2.00		20.00	10.00		\$4,940	
3	3.A	Design Mailer Post Cards (one draft, one final)		2.00		2.00		12.00			\$1,870	
3	3.A	Conduct on-line open house + live online launch event	2.00	20.00	12.00	2.00			60.00		\$11,920	
3	3.B	Facilitate (1) one internal multi-departmental City staff stakeholder meeting (Includes planning)		3.00	3.00						\$900	
3	3.C	Facilitate (3) three external stakeholder meetings via videoconferencing (Assumes City coordination)		12.00	12.00						\$3,600	
3	3.D	Attend (1) one public in-person open house, if needed. (TBD; Assumes City coordination; includes RT travel time)		9.00	9.00						\$2,700	
Subtotal											\$ 25,930.00	
4	Prepare Ordinance Update											
4	4.A	Existing document review and Chapter 16.08		8.00	3.00		8.00				\$2,635	
4	4.B	Prepare Tree & Landscape Preservation Ordinance Gap Analysis	2.00	20.00	2.00	2.00	10.00				\$5,370	
4	4.C	Work session with City Staff: Discuss Draft Gap Analysis		3.00							\$465	
4	4.D	Prepare Draft and Final Code Amendments for TMC 16.08 Protection of Trees and Vegetation		5.00	30.00						\$5,125	
4	4.E	Final Code Amendments in the form of an ordinance		2.00	16.00						\$2,630	
4	4.F	Draft amendments to other section of the TMC and City planning documents listed in Task 4.F.		4.00	14.00						\$2,650	
Subtotal											\$ 18,875.00	
5	Formal amendment approval process											
5	5.A	Conduct up to (10) ten virtual public briefings and work sessions with Tree Board, Planning Commission, City Council, and General Govt Committee. (Includes prep time.)		60.00	30.00		15.00				\$15,450	
5	5.B	Assist with Staff Reports and Presentation Decks		10.00	10.00						\$3,000	
5	5.C	Assist staff in responding to comments		20.00	20.00						\$6,000	
Subtotal											\$ 24,450.00	
E	Expense											
E	Mileage, Web Services Fee, other costs (see next tab)											
Subtotal											\$ 381.76	
TOTAL											\$ 91,421.76	