

ROBERT OLIVER ENHANCEMENT - PROJECT SCHEDULE (DRAFT)

	Task	Date	To Do	Assigned To (fill in person)	Comments
November 2007					
1	Mitigate Impacts on Access Discussion on bus route and shelter location alternatives	Nov. 13	1. Search for examples of small scale transit/retail 2. Develop alternative matrix	AM Workgroup	Two field visits have taken place to discuss ideas.
2	Explore Additional Enhancement Opportunities Discussion on ideas for enhancements and treatments to adjacent properties	Nov. 13	1. Schedule mtgs with property stakeholders as needed - Meeting House Board	AM Workgroup	<i>Bank Drive-Through:</i> Most likely will remain the same. Regulations require each drive-through lane be able to stack 7 cars (3 lane = 27 cars). This requirement would need to be met with any relocation
3	Community Consensus Building Discussion on approaches and timeframes	Nov. 13 Nov. 27	1. Begin filling out C0287 forms 2. Endorsement Letters 3. Select 1 st approach(es)	AM & PM Workgroup	Looking to test multiple methods including street captain network, web-based, survey, 1/4 vicinity voting, town hall mtg, etc Prefer a town hall mtg be scheduled last.
4	Include Art in Project Design Discussion on community & commissioned based elements, art image collection, identify highly desirable project areas for art	Nov. 27	1. Refine image collection 2. Research artist in residence grant used with THES 3. schedule mtgs with school principals to also discuss ideas	PM Workgroup	Colleen West (HCAC) to be part of this discussion
5	Procurement Process for Consultants	On-Going	1. Finalizing scope of work, mtgs with DPZ, DPW, Purchasing	DPZ	Looking at different purchasing requirements for various consultants sought for project design and construction
December 2007 (evening mtg moved from 4th Tuesday to 3rd)					
6	Community Consensus Building Launch first approach(es)	Early Dec.	1. Select next approach(es)	AM & PM Workgroup	Additional assignments many be needed to prepare presentation materials
7	Physical and Visual Connections Discussion on ideas for the Interfaith Center and barns	Dec. 11	1. Present ideas to PM Workgroup	AM Workgroup	Some ideas and concepts have already been formed in previous discussions.
8	Explore Additional Enhancement Opportunities Present decisions made for enhancements to adjacent properties	Dec. 11	1. Draft related text and graphics to incorporate into story board	AM Workgroup	Presentation on Woonerf shared-street concepts
9	Present ideas for discussion to Meeting House Board	Dec. 18	1. Follow up items from discussion	AM & PM Workgroup	Anticipate 30 minute meetings as part of the board's agenda this evening
10	Include Art in Project Design Present decisions made for community & commissioned based elements, art image collection, art sites	Dec. 18	1. Begin refining story board	PM Workgroup	Continue with this part of the agenda after the presentation to the Meeting House Board
11	Discussion on mtgs with school principals	Dec. 18	1. Follow up items from discussion	PM Workgroup	
12	Procurement Process for Consultants	Late Dec.	1. Initiate consultant search	DPZ	

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January 2008					
13	Consolidate Work Groups into Evening	Early Jan.	1. Clarify who is unable to attend evening mtgs	Workgroup	Continue to meet with AM members who can not make evening meetings as needed
14	Fundraising Discussion on community initiatives for financing additional amenities	Jan. 8	1. Identify potential approaches and contributors	OMCA Board	This will be coordinated with the regular OMCA board meeting
15	Community Consensus Building Report on results from initial approaches, launch remaining approach	Early Jan.	1. Make arrangements for final meeting	Workgroup	Last approach will be coordinated with presentation of the enhancement vision to project consultants
16	Physical and Visual Connections Refine ideas for the Interfaith Center and barns	Jan. 22	1. Draft text and graphics to incorporate into story board	Workgroup	
17	Define Flexible Shared-Use Design Features Develop ideas based on previous art and enhancement and connection discussions	Jan. 22	1. Finalize story board for public and consultant presentation	Workgroup	Workgroup members should come prepared with any additional graphics or text which communicates their ideas so they can be discussed and integrated into existing materials
18	Procurement Process for Consultants Work group present enhancement vision	Late Jan	1. Follow up items from discussion	Workgroup	
19	Consultants selected	Late Jan	1. Circulate project schedule for design and construction	DPZ	
February 2008					
20	Consultant Design of Concept Alternatives	Feb.	1. Follow up items as needed	Consultant Team	
March 2008					
21	Community Review of Concept Alternatives Presentation to the community at a town hall meeting	Late March	1. Schedule workgroup mtg for follow up discussion		
April 2008					
22	Concept Selection	Mid April	1. Plan ground breaking ceremony		
May 2008					
23	Ground Breaking	Late May			Fall completion of construction anticipated