

# HASTAC Project Initiation (Task 1) Calander

Date	Task	Notes	Task Number
1-Oct	Notice to Proceed		
8-Oct	Post Request for Proposals (RFP)		
11-Oct	Kickoff Meeting with CalTrans	Tentative (usually about 10 days after NTP)	1.1
11-Oct	HASPA Meeting	Adopt signed MOU	
2-Nov	RFP Deadline	5:00pm	1.2
9-Nov	TAC Meeting	Review Applicants	
13-Nov	Interviews	Consultant Interviews	
16-Nov	Select Consulting Firm		
29-Nov	HASPA Meeting	Special Meeting to approve consultant	
4-Dec or 18-Dec	City Council Meeting	City approval of contract with consultant	
	Meeting with Staff + Consultant Team Draft Background Report + Community Outreach Plan (COP)	From Consultant	1.4
	TAC Meeting	Review Report from Consultant	
	Final Background Report	From Consultant	1.5
	Community Outreach Plan (COP)	From Consultant	1.6