

COACT Safety Committee

Transportation Safety Action Plan (TSAP) Implementation Project Draft Timeline

DATE	MEETING TYPE/ACTIVITY	SCOPE OF WORK
Feb 2024	Project Team Meeting #1	<ul style="list-style-type: none"> • Project Kickoff Meeting
March 2024	Safety Committee Meeting #1	<ul style="list-style-type: none"> • Project Kickoff Meeting
	COIC Research	<ul style="list-style-type: none"> • Begin reaching out to Safe Lane Coalition Coordinator & Clackamas County Transportation Safety Coordinator (& others as appropriate) to discuss their communication/messaging strategies
March 2024	Project Team Meeting #2	<ul style="list-style-type: none"> • Review research COIC has completed/provide feedback and make suggestions
April 2024	Project Team Meeting #3	<ul style="list-style-type: none"> • Review follow-up of more of COIC research • Create agenda for Safety Committee Meeting
April 2024	Safety Committee Meeting #2	<ul style="list-style-type: none"> • Project Team presents research on strategy and communication options. • Decide on the key topics/audiences for messaging and discuss which outreach strategies the Safety Committee would like the Project Team to move forward on
	COIC Outreach	<ul style="list-style-type: none"> • COIC reaches out to the Central Oregon market to discuss lead times and costs of options. COIC also does research on what outlets/audiences would be most appropriate.
May 2024	Project Team Meeting #4	<ul style="list-style-type: none"> • Review the cost estimates COIC has gathered from reaching out to markets • Develop Safety Committee agenda

May 2024	Safety Committee Meeting #3	<ul style="list-style-type: none"> • Project Team presents cost estimates for communication options and proposes a final outreach strategy. • Safety Committee tells Project Team which strategies to move forward on.
	COIC & Bend MPO	<ul style="list-style-type: none"> • COIC connects Bend MPO with organizations to start the procurement process • Bend MPO starts the contract procurement process • COIC reaches out to other counties to understand best practices and other models for the next round of funding
June 2024	Project Team Meeting #5	<ul style="list-style-type: none"> • Review outreach done by COIC on best practices for the next round of funding
June 2024	Safety Committee Meeting #4	<ul style="list-style-type: none"> • Project Team gives update on project options that are moving forward, revise strategy if need be. • Present outreach conducted on best practices for other models for next round of funding
July 2024	Project Team Meeting #6	<ul style="list-style-type: none"> • Check in on procurement status • Create agenda for Safety Committee Meeting
August 2024	Safety Committee Meeting #5	<ul style="list-style-type: none"> • Project Team gives update on outreach strategy
	Bend MPO	<ul style="list-style-type: none"> • Finalize contracts