



M O O R E I A C O F A N O G O L T S M A N , I N C .

Memorandum

Date: 23 August 2007

To: Chris Ratekin
Nathan Smith
Leslie Snow

From: Lou Hexter and Joan Chaplick

Subject: Summary of August 23rd Conference Call

We appreciate your help with clarifying the products and general schedule for the development of the Public Participation Plan. The purpose of this memorandum is to confirm what was agreed upon and to lay out our next steps.

The end product of Phase I is to develop an approach that describes the strategies that will be used to involve the public in the development of a public participation plan for providing input on the FSTIP and the CTP. MIG will produce a memorandum that describes an approach for collecting feedback on if and how the public wants to be involved in the statewide Caltrans planning processes. MIG will consider data that has already been collected by Caltrans through previous processes. MIG anticipates completing this document by September 7, 2007.

Upon review and acceptance by Caltrans, MIG will develop a work plan and task order that describes how the activities described in Phase 1 will be conducted. The work plan and task order should be completed by October 1. Following approval of the task order, MIG will begin implementation of the activities so that the Public Involvement Plan (PPP) can be completed by January 30, 2008. The PPP will include documentation of the results of the activities conducted between October 2007 and January 2008 and describe a process for involving the public in the review and development of the FSTIP and CTP 2008 update.

Please confirm that our agreement regarding the tasks and general schedule are correct.

P L A N N I N G • D E S I G N • C O M M U N I C A T I O N S • M A N A G E M E N T

800 Hearst Avenue • Berkeley, CA 94710 • 510.845.7549 phone • 510.845.8750 fax
Offices in: Davis, CA • Pasadena, CA • Eugene, OR • Portland, OR • Raleigh, NC • Green Bay, WI