

# MEETING NOTICE

## Land Use & Transportation Study Coordinating Group Request for Proposals (RFP) Sub-Committee

**Date:** Monday, November 7, 2005  
**Time:** 3:00 p.m. – 4:30 p.m.  
**Location:** Northwest Michigan Council of Governments  
Conference Room  
2194 Dendrinis Drive  
Traverse City, MI 49684

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### PROPOSED AGENDA

1. Welcome / Roll Call (3:00)
2. Public Comment (3:02)
3. Review proposed agenda (3:10)
4. Review draft minutes from October 17<sup>th</sup> meeting - attached/enclosed (3:12)
5. Review and discuss revised draft Work Plan prepared and provided by Ken Smith, Heather Harris-Brady and Matt Skeels (3:15)
6. New Business
  - a. Review and discuss the draft scope of work document prepared and provided by Jim Lagowski and Virginia Coulter - attached/enclosed (3:30)
  - b. Facilitated discussion to 1) identify commonalities and distinctions between the two drafts and explore ways to integrate concepts, and 2) to address other RFP development issues including process/phase options, the role of consultants, and the timeline/schedule, and other issues as identified by meeting participants (3:45)
7. Public Comment
8. Adjourn

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This meeting is open to all members of the public under Michigan's Open Meetings Act.

If you are planning to attend and have a disability requiring any special assistance at the meeting, please notify the Northwest Michigan Council of Governments, Megan Olds at 231-929-5034 or by e-mail at [molds@nwm.cog.mi.us](mailto:molds@nwm.cog.mi.us).