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MEMORANDUM

Date: September 18, 2020
To: Seven County Infrastructure Coalition
From: Michael Hawley, PE; Brian Barton, PE; Daniel Hawley, PE
Subject: **Summary of Work**

Seven County Infrastructure Coalition – Uinta Rail Line

1. Phase 12 –Milestone 2 Owner’s Representative
 - Morning coordination calls.
 - OEA meeting and agenda preparation
 - 404 meeting with Venable, technical discussions
 - Budget reviews and update
 - Property owner identification responding to petition
 - Created exhibits for Dennis Richardson
 - Ongoing GRAMA requests and data gathering.
2. Phase 13 – Strategic Communications
 - Messaging and stakeholder meeting preparation
 - OEA call.
 - Follow up with Mike McKee and UPB Media requests
 - Media pulls – mtg with core team.
 - Lawsuit correspondence
3. Phase 92 – Phase 2 Mapping Services
 - Coordination on mapping data and discussions with Kyle
 - QC reviews of alignment areas.
 - Cross sections in Price river.
4. Phase 93 – Phase 2 ROW Planning
 - Point entry for section corners.
 - Emma Park area review.
 - Worked on record of survey plats.
 - Section monument location.

Seven County Infrastructure Coalition – Program Management & Engineering Services.

1. Phase 30 – General Planning
 - Retreat planning, logistics, agenda
 - Coalition retreat meeting
 - Project briefing paper template preparation
 - Website content updates.
 - Records management.

2. Phase 32 – San Rafael Research Center Equipment, Licensing, Permitting
 - CIB application coordination and discussions.
 - Ongoing coordination meetings

3. Phase 33 – Inland Port Satellite Planning
 - RFP coordination and revisions.
 - Scope coordination call.

Seven County Infrastructure Coalition – Eastern Utah Regional Connection

1. Phase 10 – Phase 2 Program Management
 - Weekly coordination meetings
 - Process and store alignment data from project team
 - 3rd Party NEPE RFP pre-proposal call and consultant email responses
 - Proposal coordination & distribution
 - Review RFP
 - Tabulate scores and recommendation