

iii. TIMELINE

Description	Start Date	End Date	Duration	Date Completed
Review Draft Project Plan for Integration of Career, Public Works Employees and Volunteers	March 28, 2018	April 25, 2018	28 Days	
Public Meeting to Outline the Transition and New Fire and Emergency Service Structure within UPT	April 4, 2018	April 4, 2018	1 Day	April 4, 2018
Approval of Concept	April 4, 2018	April 15, 2018	11 Days	
Access Keys for UPT Public Works Employees	April 16, 2018	April 23, 2018	7 Days	April 17, 2018
Personal Protective Equipment for Public Works Employees	April 16, 2018	June 30, 2018	75 Days	
Review and Approval of Organizational Structure	April 16, 2018	May 23, 2018	30 Days	
Draft Collaborative Agreement/Organizational Meeting	April 25, 2018	May 1, 2018	7 Days	May 1, 2018
Review and Finalize Collaborative Agreement/Organizational Structure	May 2, 2018	June 4, 2018	30 Days	
Reallocation of Space within BRVFC Oaks Station	May 1, 2018	May 30, 2018	30 Days	
Approval of BRVFC Live-In and Stipend Volunteer Programs	May 1, 2018	May 31, 2018	30 Days	Draft Published April 19, 2018
Driver Training for Township Career and Public Works Employees	May 1, 2018	June 30, 2018	60 Days	
Relocation of Career Staff	May 30, 2018	June 15, 2018	15 Days	

Description	Start Date	End Date	Duration	Date Completed
Application for Grants /Approval of Funds for Branding of the New Organization	May 30, 2018	June 30, 2018	30 days	
Initiate Live-In Program at the Mont Clare Station	May18, 2018	June 1, 2018	14 Days	May 1, 2018
Development of a Joint Certification Training Program	June 1, 2018	June 30, 2018	30 Days	
Renumbering of Stations and Apparatus	June 30, 2018	July 30, 2018	30 Days	
Upgrade of Box Assignments	June 30, 2018	July 30, 2018	30 Days	
Draft Joint Training Program	July 1, 2018	August 31, 2018	60 Days	
Draft Recruiting and Retention Plan	July 1, 2018	Sept 1, 2018	30 Days	
Draft Requirements for a New Fire Station	July 16, 2018	August 16, 2018	30 Days	
Review and Update of Standard Operating Guidelines	Sept 1, 2018	Dec 1, 2018	90 Days	
Evaluation of Integration and Address Issues	Dec 1, 2018	Feb 1, 2019	60 days	
Review Design for New Central Fire Station	Jan 15, 2019	Feb 15, 2019	30 Days	
Develop Requirements for Upgrade of BRVFC Oaks Station	Feb 1, 2019	March 1, 2019	30 days	
Decision on Disposition of Mont Clare Station	Apr 1, 2019	May 1, 2019	30 Days	
Construction of New Fire Station	March 1, 2019	Dec 1, 2019	270 Days	
Upgrade of BRVFC Oaks	Jan 6, 2020	Sep 15, 2020	270 Days	

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