



158 West 27th Street  
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	<b>Week 1</b>	<b>Week 2</b>	<b>Week 3</b>	<b>Week 4</b>	<b>Week 5</b>	<b>Week 6</b>	<b>Week 7</b>	<b>Week 8</b>
	<b>Sept. 3-7</b>	<b>Sept. 10-14</b>	<b>Sept. 17-21</b>	<b>Sept. 24-28</b>	<b>Oct. 1-5</b>	<b>Oct. 8-12</b>	<b>Oct. 15-19</b>	<b>Oct. 22-26</b>
<b>Task 1</b>	Review survey plan and schedule	Begin background research	Compose proposed methodology	Create survey and inventory forms		Prepare presentation of project goals and methodology for owners/Advisory Board	Conduct research, field surveys, site visits, interviews, and photography	Research and survey
<b>Task 2</b>	Review privacy and liability issues		Create schedule for fieldwork	Initiate communication with property owners and key contacts				
<b>Submittal</b>			Submit schedule for fieldwork	Submit proposed methodology for review	Submit customized survey and inventory forms for review			
<b>NTHP Review</b>					NTHP reviews methodology & schedule	NTHP reviews survey/inventory forms and fieldwork schedule		
<b>Presentation</b>						Presentation of project goals and methodology to property owners/Advisory Board		



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	<b>Week 9</b>	<b>Week 10</b>	<b>Week 11</b>	<b>Week 12</b>	<b>Week 13</b>	<b>Week 14</b>	<b>Week 15</b>	<b>Week 16</b>
	<b>Oct. 29- Nov. 2</b>	<b>Nov. 5-9</b>	<b>Nov. 12-16</b>	<b>Nov. 19-23</b>	<b>Nov. 26-30</b>	<b>Dec. 3-7</b>	<b>Dec. 10-14</b>	<b>Dec. 17-21</b>
<b>Task 1</b>	Research and survey	Research and survey		Research and survey	Research and survey	Research and survey	Research and survey	Write draft Historic Context Statement
<b>Task 2</b>		Complete three sample survey forms				Compose draft glossary of architectural terms and stylistic nomenclature		
<b>Submittal</b>				Submit three sample survey forms			Submit draft glossary of architectural terms and stylistic nomenclature for review	
<b>NTHP Review</b>					NTHP reviews sample survey forms			NTHP reviews glossary
<b>Presentation</b>								



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	<b>Week 17</b>	<b>Week 18</b>	<b>Week 19</b>	<b>Week 20</b>	<b>Week 21</b>	<b>Week 22</b>	<b>Week 23</b>	<b>Week 24</b>
	<b>Dec. 24-28</b>	<b>Dec. 31-Jan 4</b>	<b>Jan. 7-11</b>	<b>Jan. 14-18</b>	<b>Jan. 21-25</b>	<b>Jan. 28-Feb. 1</b>	<b>Feb. 4-8</b>	<b>Feb. 11-15</b>
<b>Task 1</b>	Write draft Historic Context Statement	Write draft Historic Context Statement	Write draft Historic Context Statement	Research, fieldwork, data collection, and survey consolidation	Complete draft survey (100 properties)	Complete draft survey (100 properties)	Complete draft survey (100 properties)	Conduct supplemental research, field notes and photography; prepare NR criteria statements for each property
<b>Task 2</b>								
<b>Submittal</b>				Submit draft Historic Context Statement for review			Submit draft survey (100 properties) for vetting and review	
<b>NTHP Review</b>					NTHP reviews draft Historic Context	NTHP reviews draft Historic Context		NTHP reviews draft survey
<b>Presentation</b>								



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	<b>Week 25</b>	<b>Week 26</b>	<b>Week 27</b>	<b>Week 28</b>	<b>Week 29</b>	<b>Week 30</b>	<b>Week 31</b>	<b>Week 32</b>
	<b>Feb. 18-22</b>	<b>Feb. 25-29</b>	<b>March 3-7</b>	<b>March 10-14</b>	<b>March 17-21</b>	<b>March 24-28</b>	<b>March 31-April 4</b>	<b>April 7-11</b>
<b>Task 1</b>	Conduct supplemental research, field notes and photography; prepare NR criteria statements for each property	Conduct supplemental research, field notes and photography; prepare NR criteria statements for each property	Conduct supplemental research, field notes and photography; prepare NR criteria statements for each property	Complete all final documents	Complete all final documents	Complete all final documents	PROJECT DELAY due to Advisors' comments not being ready	PROJECT DELAY due to Advisors' comments not being ready
<b>Task 2</b>		Prepare final survey documents and all related attachments	Prepare final survey documents and all related attachments					
<b>Submittal</b>			Submit NR criteria evaluation statements					
<b>NTHP Review</b>	NTHP reviews draft survey	NTHP reviews draft survey		NTHP reviews NR criteria evaluation statements				
<b>Presentation</b>								



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	<b>Week 33</b>	<b>Week 34</b>	<b>Week 35</b>	<b>Week 36</b>	<b>Week 37</b>	<b>Week 38</b>	<b>Week 39</b>	<b>Week 40</b>
	<b>April 14-18</b>	<b>April 21-25</b>	<b>April 28-May 2</b>	<b>May 5-9</b>	<b>May 12-16</b>	<b>May 19-23</b>	<b>May 26-30</b>	<b>June 2-6</b>
<b>Task 1</b>	PROJECT DELAY due to Advisors' comments not being ready (comments received 4.15)	Complete all final documents	Prepare revisions, amendments, or supplements as needed to close out contract	Revisions	Revisions	Revisions	Revisions	
<b>Task 2</b>	Complete all final documents							Prepare presentation of survey results for property owners/Advisory Board
<b>Submittal</b>		Submit all final documents in print and electronic format for final review on April 25		<b>Final comments from client on May 9</b>			Submit revised documents to NTHP on May 30	
<b>NTHP Review</b>			Client reviews final documents	Client reviews final documents				
<b>Presentation</b>								Presentation and discussion of survey results by Consultant