

Regional Transit Coordination Committee
Fiscal Year 2011
Detailed Work Program_DRAFT
August 10, 2010

Focus Area	PGA #	Task	Deliverable(s)	Responsible	Target Date
2-Plan Update	2010-2	Accomplishments	Report on RTCC Accomplishments	CAMPO Staff	November 2010
2-Plan Update	2010-11	Website Update for Coordinated Plan	Updated Website	Capital Metro	November 2010
2-Plan Update	2010-12	Kickoff Survey	Survey Instrument and Distribution Method	CAMPO Staff	November 2010
1-Involve Stakeholders and the Public	2010-29	E-Newsletter 1	E-newsletter re Plan Kick-off Survey and RTCC Accomplishments	CAMPO Staff	November 2010
2-Plan Update	2010-15	Development of Performance Measures	Report outlining proposed performance measures	Capital Metro; CAMPO Staff	November 2010
2-Plan Update	2010-22	Geographic Database (Refined based on public feedback)	Geographic Database and report on GIS Database of <u>Transportation Providers</u>	CAPCOG	November 2010
2-Plan Update	2010-17	Consultant Scope of Work	Final Consultant Scope of Work and Report on Selection of Consultant	Capital Metro; CAMPO Staff	November 2010
2-Plan Update	2011-1	Needs Assessment Outline	<ul style="list-style-type: none"> Outline and description of approach 	Consultant	November 2010
2-Plan Update	2011-4	Resources Inventory Outline	<ul style="list-style-type: none"> Outline and description of approach 	Consultant	November 2010
2-Plan Update	n/a	Refined Timeline and Stakeholder Involvement Strategy Addendum	<ul style="list-style-type: none"> Refined Plan Development Timeline Addendum to Stakeholder Involvement Strategy 	Consultant	November 2010
1-Involve Stakeholders and the Public	2011-7	RTCC Quarterly Meeting (November)	<ul style="list-style-type: none"> Agenda, notes, and website 	CAMPO Staff	November 2010
2-Plan Update	2010-14	Report on Survey	Report summarizing kick off survey results	CAMPO Staff	February 2011
2-Plan	2010-	Development of	Chapter on	Consultant	February

Update	15	Performance Measures	Performance Measures		2011
2-Plan Update	2010-13	Vision, Mission, Goals and Objectives	Refined Version of Vision, Mission, Goals and Objectives	Consultant	February 2011
1-Involve Stakeholders and the Public	2010-30	Press Release	Press Release re Plan Kick-off Survey and RTCC Accomplishments	CAMPO Staff	February 2011
3-Client Eligibility/ Transportation Solutions	2010-26a	Draft Curriculum	<ul style="list-style-type: none"> • Draft Training Materials • List of Organizations 	CAMPO Staff; RTCC	February 2011
2-Plan Update	2011-2	Needs Assessment 1 st Draft	Draft Needs Assessment Report	Consultant	February 2011
2-Plan Update	2011-5	Resources Inventory 1 st Draft	Draft Resources Inventory Report	Consultant	February 2011
1-Involve Stakeholders and the Public	2011-8	RTCC Quarterly Meeting (February)	<ul style="list-style-type: none"> • Agenda, notes, and website 	CAMPO Staff	February 2011
1-Involve Stakeholders and the Public	2011-20	E-newsletter 2	E-newsletter on Plan Process and Round 2 Public Involvement Events	CAMPO Staff	February 2011
2-Plan Update	2011-3	Needs Assessment Final Report	Refined Final Report	Consultant	May 2011
2-Plan Update	2011-6	Resources Inventory Final Report	Refined Final Report	Consultant	May 2011
2-Plan Update	2011-10	Round 2 Public Involvement	<ul style="list-style-type: none"> • Activities as described in consultant addendum to stakeholder involvement strategy • Report on public involvement, insight gained, and recommendations • Support documentation 	Consultant, Capital Metro, CAMPO staff	May 2011
2-Plan Update	2011-13	Final Report on Strategies	<ul style="list-style-type: none"> • Completed report on transportation strategies including priority geography 	Consultant	May 2011

			map and materials for pilot program		
2-Plan Update	2011-14	Memo on Staff Structure	<ul style="list-style-type: none"> Memo with recommendation on staff structure 	Consultant	May 2011
2-Plan Update	2011-15	Draft Updated Regionally Coordinated Plan	<ul style="list-style-type: none"> Copy of Draft Plan 	Consultant	May 2011
1-Involve Stakeholders and the Public	2011-21	E-newsletter 3	E-Newsletter on draft Plan and Round 3 Public Involvement	CAMPO Staff	May 2011
1-Involve Stakeholders and the Public	2011-22	Press Release	<ul style="list-style-type: none"> Press release on draft Plan and Round 3 Public Involvement 	CAMPO Staff/Capital Metro	May 2011
1-Involve Stakeholders and the Public	2011-8	RTCC Quarterly Meeting (May)	<ul style="list-style-type: none"> Agenda, notes, and website 	CAMPO Staff	May 2011
2-Plan Update	2011-12	Round 3 Public Involvement	<ul style="list-style-type: none"> Activities as described in consultant addendum to stakeholder involvement strategy Report on public involvement, insight gained, and recommendations Support documentation 	Consultant, Capital Metro, CAMPO staff	August 2011
1-Involve Stakeholders and the Public	2011-9	RTCC Quarterly Meeting (August)	<ul style="list-style-type: none"> Agenda, notes, and website 	CAMPO Staff	August 2011
2-Plan Update	2011-17	Final Updated Regionally Coordinated Plan	<ul style="list-style-type: none"> Copy of Updated Coordinated Plan 	Consultant	August 2011
1-Involve Stakeholders and the Public	2011-18	Misc. Outreach Material	<ul style="list-style-type: none"> Educational Materials 	CAMPO Staff/Capital Metro	August 2011
2-Plan Update	2011-19	Executive Summary	<ul style="list-style-type: none"> Executive Summary of Draft Plan 	Consultant	August 2011
3-Client	2011-	Final Curriculum	<ul style="list-style-type: none"> Final 	Capital Metro;	August 2011

Eligibility/ Transportation Solutions	26B		<ul style="list-style-type: none"> • Curriculum • Report • Implementation Plan 	CAMPO Staff; RTCC	
1-Involve Stakeholders and the Public	2011- 16	Refined Work plan for 2012	<ul style="list-style-type: none"> • Refined Work Plan 	CAMPO Staff; RTCC	August 2011
3-Client Eligibility/ Transportation Solutions	2010- 27	<i>Report on Training</i>	<ul style="list-style-type: none"> • <i>Report on training</i> • <i>Performance Measures</i> 	<i>Capital Metro;</i> <i>CAMPO Staff;</i> <i>RTCC</i>	<i>FY 2012</i>