



MEMORANDUM

TO: TPB Long-Range Plan Task Force
FROM: Kanti Srikanth, TPB Staff Director
SUBJECT: Overview of Final Product and Next Steps of the Task Force
DATE: June 7, 2017

FINAL PRODUCT

The final product, to be adopted by the TPB in December 2017, will be no more than 10 individual unfunded and/or unplanned multi-modal projects, programs, or policies, though some or all may be “bundled” with one another in order to better achieve the goals laid out in TPB and COG’s policy documents. Upon endorsement in December, these “improvement initiatives” will be included as part of the unfunded element of the TPB’s 2018 Long-Range Plan. The TPB intends for its members to pursue funding or other actions needed to include these initiatives in the funded element of future TPB Long-Range Plans.

TASK FORCE NEXT STEPS

June 7th and 21st:

The task force will review the suggested bundles of improvements (submitted from task force members and compiled by staff) and work towards narrowing them down to a smaller set of bundles. The objective is to have a draft set of up to 10 bundles of projects, programs, or policies to recommend for further analysis for approval at the TPB’s July 19th meeting. No bundle recommended shall include more than 10 projects, programs, or policies.

July 5th:

The task force will finalize the list of up to 10 bundles that the task force will recommend for TPB’s endorsement on the 19th. To assist, staff will provide a preliminary assessment of the potential contribution each of the draft bundles may make toward addressing the challenges. Staff will provide a **qualitative** assessment based on professional judgement and informed by previous scenario analysis of similar improvements. Staff intends to use a Low-Medium-High-N/A rating system.

July 19th:

The task force will meet directly after the TPB’s scheduled endorsement of the bundles for analysis. The consultants will present preliminary plans for the tools and methods to be used in the sketch planning analysis. The task force will discuss measures to be used in the analysis, within the capabilities of the tools and methods presented by the consultants.

August - October:

TPB staff will work with the technical consultant to conduct an analytical analysis at a sketch planning level of the improvement bundles selected by the TPB in July. This analysis will **quantify** the impact of each bundle on selected measures of effectiveness, such as change in level of congestion

or transit mode share. The bundles will be analyzed intact and any benefits from individual initiatives within the bundles will not be quantified. The task force will be convened as needed and the TPB will receive status reports on the analysis work during this period.

November:

The task force will meet twice during this month. The task force will receive a detailed presentation of the analysis and an outline of the technical report, including quantified **estimates on specific measures of effectiveness** for each improvement bundle. A final list of up to 10 individual projects, programs, or policies will be crafted by selecting from among the specific bundles analyzed, i.e., without further mixing and matching the projects, programs or policies between the various bundles analyzed. The up to 10 projects, programs or policies selected could come from more than one bundle as long as the bundles analyzed remain intact, and if the number of individual initiatives does not exceed 10. The task force will also discuss and recommend the process by which the TPB will make a final decision.

December:

The TPB will receive the draft technical report and the task force's recommendations. The TPB will discuss the issues and vote.