2009 Regional Feasibility Study
Timeline of Activities for Completion of Study

Step	Primary Tasks	October	Timeline in Weeks 1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	March	Result
	Submit Initiation memorandum and e-mail to transit systems	✦																	✦	Memo and email submitted by PTD
	1st Steering Committee Meeting		★																	Present approach to the planning study and solicit input
1	**Analyze each system's services, functions, positions and personnel**		↔	↔																Overview of transit system's organizational structures
2	**Assess opportunities for regionalization of services**				↔	↔														Evaluation of transit opportunities
	Public Satisfaction and Community Needs Survey			↔	↔	↔														Needs assessment
	Stakeholder Interviews			↔	↔	↔														Stakeholder input
	Technical Memorandum #1					▲														Summarize Steps 1 & 2
	Status Report Due					◆														LSA progress report
	2nd Steering Committee Meeting						★													Evaluation of interviews and surveys and Technical Memorandum #1
3	**Identify new lead transportation agency alternatives**							↔	↔	↔										Regionalization alternatives assessment
4	**Assess Governance and Funding**								↔	↔	↔									Assess oversight and funding
	Technical Memorandum #2									▲										Summarize Steps 3 & 4
	Status Report Due									◆										LSA progress report
	3rd Steering Committee Meeting										★									Present information included in Technical Memorandum #2
5	**Determination of Participation**											↔	↔	↔						Draft Executive Summary
	Executive Summary Submittal													▲						Executive Summary submittal
	Status Report Due													◆						LSA progress report
	Informational Meeting														★					Informational meeting
	4th Steering Committee Meeting																★			Presentation of the Draft Study
6	**Final Feasibility Study**																	▲		Final Deliverable

↔ *Timeline in Weeks*

✦ *Twice Yearly Submittal*

★ *Steering Committee Mtg.*

▲ *Deliverable*

◆ *Status Report Due*