

MEMORANDUM

Date: July 17, 2006

From: Tom Platt

To: Dean Tistadt
Linda Farbry

Re: **Phase 2 Transportation Study – Project Status Memorandum #1**

This is the first in a series of project status memoranda that will be provided to keep FCPS staff and School Board members up to date on the progress of the transportation project through completion in October, 2006. We will supplement these with periodic presentations and discussion sessions with the School Board at logical points throughout the process. This memorandum discusses progress since the initial project team meeting of June 13, 2006. The focus of that meeting, and the work conducted since then, has been on completing the base data collection as well as organizing and beginning the analytical tasks.

The MPS project team met with Transportation staff on June 13, 2006 to discuss the project and specific data and information requirements. Data collection began immediately following this meeting and culminated with the delivery of two data disks and hard copy expenditure reports during the week of July 10, 2006. Currently, MPS is reviewing the data and preparing it for use. The data, while taking longer than initially anticipated to collect, is of excellent quality and will support completion of the analysis in accordance with the timelines outlined in the final work plan for the project.

The MPS team met on several occasions while the data collection was ongoing for the purpose of discussing the approach to, and the sequencing of, the various sub-tasks that comprise the analysis. With the data now in hand, this work has begun in earnest. The update to the base cost and routing models (Task 1A) is underway and should be completed by July 31, 2006. The data setup for the remaining tasks in Part 1 of the work plan will also be completed by July 31st. These data will then be used to facilitate and provide context for a meeting with staff at which we will discuss the following key items required for the analysis to proceed:

1. Determine criteria from which “excess” bus stops can be identified (Task 1C)
2. Identify key restrictions and hazardous constraints that will impact the expansion of secondary school walk boundaries (Task 1D)
3. Determine criteria for identifying attendance boundaries that impede efficient transportation (Task 1E)

These items will be discussed with staff during the afternoon of August 2, 2006. During this meeting we will also present progress of the analysis to-date, and a detailed description of the approach being pursued for each element of the work plan. We expect the bulk of the analysis for Part 1 Tasks 1A-E to be completed during the month of August, and recommend that the School Board be provided with a presentation of progress sometime toward the end of that month.

MEMORANDUM

Our initial focus is on establishing momentum for the Part 1 analysis. This portion of the work plan requires the development of a new approach, the use of certain subcontractors, and heavy use of GIS data, all of which requires significant setup time. However, we expect to begin work on the Part 2 analysis, which constitutes a continuation of our work from the Phase 1 study, during the balance of July and throughout the month of August. We will report progress on both parts of the analysis in progress memoranda at the end of July and August, and during a presentation to the School Board in August.

Please do not hesitate to contact me with any questions you may have. We look forward to meeting with you on August 2nd.