Kick-Off Session 1:
Program Overview and Site Concepts

February 23, 2021
Welcome

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ITS Joint Program Office
USDOT Leadership Opening Remarks
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Director, Federal Highway Administration (FHWA) Office of Human Environment
Agenda

Day 1: Program Overview & Site Concepts
- Provide overview of the program and structure
- Introduce teams
- Learn about each of the site concepts

Day 2 & 3: Overcoming Challenges in Concept Development
- Walk though Phase 1 Tasks
- Provide clarification on key issues
- Summarize technical support in each area
Keeping On Track

- Moderators will ensure that we stay on schedule in our agenda
- All slides will be provided after the meeting
- The key take-aways include:
  - Setting expectations on technical aspects of the program
  - Knowing **WHO** to ask for help on a key issue
  - Understanding where resources and help are needed
Ground Rules for Virtual Meeting

- We will stay on schedule; this may mean deferring detailed discussions
- All speakers are aware of their allotted time to present
- We will moderate and track questions to ensure sites have equal opportunity to ask questions and follow-up offline if needed
- Utilize the participant chat box on your screen to ask a question
Program Overview

11:15 AM - 11:30 PM ET
Complete Trip - ITS4US Deployment Program

- A USDOT Multimodal Deployment effort, led by ITSJPO and supported by OST, FHWA and FTA
- Supports multiple large-scale replicable deployments to address the challenges of planning and executing all segments of a complete trip

Vision

Innovative and integrated complete trip deployments to support seamless travel for all users across all modes, regardless of location, income, or disability

https://its.dot.gov/its4us/
The Challenge

- The Program aims to solve mobility challenges for all travelers, including:
  - People with Disabilities
  - Older Adults
  - Low-Income Travelers
  - Rural Residents
  - Veterans
  - Limited English Proficient Persons

- Populations have differing and unique travel needs and challenges
- Significant overlap exists among the populations
Program Goals

- Spur high-impact integrated Complete Trip deployments nationwide
- Identify needs and challenges by populations
- Develop and deploy mobility solutions that meet user needs
- Measure impact of integrated deployments
- Identify replicable solutions and disseminate lessons learned
Guiding Principles For Deployers

- Integrated, Innovative and Emerging Technologies
- Inclusive Design
- Long-Term Viability and Partnerships
- Open and Secure Data and Standardization
Deployment Phases

PHASE 1: Concept Development
- Concept Development for Complete Trip Deployment
- Establish Cohort Roundtables

PHASE 2: Design & Test
- Design, Test and Deploy Complete Trip Solutions
- Evaluation Framework and Planning

PHASE 3: Operate & Evaluate
- Demonstrate Multiple Large-Scale Deployments
- Evaluate Deployments
- Share Data & Lessons Learned

Operations & Maintenance
- Sustain operations for a minimum period of five years after the program is completed with no supplementary federal funds

Deployment
- Up to 12 months
- Up to 24 months
- Minimum of 18 months

Post-Deployment
- 5 years
Robert C. Hampshire, PhD
Deputy Assistant Secretary for Research and Technology
Phase 1 Activities

11:35 AM -11:50 PM ET
Concept Development Phase 1 Activities

Refine proposed approach

Create a set of documents that:
• Define deployment scope and requirements;
• Describe data, safety and security;
• Identify performance measurement approach;
• Address participant and training management plans;
• Codify partnering arrangements and contracts;
• Describe preliminary complete trip deployment site plan.

Participate in cross-collaboration activities:
• Phase 1 Cohort Roundtables
• Independent Evaluation

Utilize USDOT provided technical assistance
USDOT Stands Ready To Help

- The USDOT Team has put in place significant resources to assist sites during Concept Development (Phase 1)
- The 14-task process is a framework for conducting concept development that improves the likelihood of later success
- USDOT resources to assist will be determined by your feedback and your needs (i.e., technical, institutional, or financial issues)
Why We Are Here:
Every Site A Success in Phase 1

- Success = every site is ready to progress to Phase 2
- USDOT has high expectations for the Complete Trip - ITS4US Deployment Program and is here to make the demonstrations as successful as possible

- Phase 1 Concept Development comprises the key tasks to:
  - Mitigate technical, institutional, and financial risk
  - Design and deploy on schedule and within budget
  - Routinely assess mobility and safety impacts
  - Create long-term technical and financial sustainability
Deployment Sites Are Not in Competition

The USDOT is not the only resource for sites. All sites should be prepared to collaborate.

Sites selected for deployments are not in competition.

Collaboration among sites can be a powerful force in making all sites successful.

Collaboration extends to other agencies considering similar deployments.
### Other Organizations Supporting USDOT

- Site Leads/COR will coordinate interactions with the following organizations

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<tr>
<th>Technical Support Services Contractor (TSSC)</th>
<th>Including:</th>
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<tr>
<td>Technical Support to Site Leads and Task Coordinators</td>
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<tr>
<td>Support program meetings and roundtables</td>
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<td>Develop technical trainings and templates</td>
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<td>Review program deliverables</td>
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<th>Independent Evaluator (IE)</th>
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<tr>
<td>Review performance measurement planning</td>
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<tr>
<td>Review institutional and financial planning</td>
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<td>Review performance measurement results</td>
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<td>Conduct interviews and document lessons learned</td>
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<td>Assess impact on underserved populations and replicability</td>
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Getting Help

- **Scope of Technical Assistance**
  - Varies by area, summarized later as we walk through the tasks

- **How to Request Help**
  - Please contact your COR/USDOT Site Lead
  - They will engage task coordinators and other supporting organizations as needed

- **Opportunities to engage the USDOT Team**
  - Where there are common questions USDOT will plan events for all the sites
  - Where issues are site-specific, USDOT will provide site-specific support
## Proposed Regular Communications Approach

- Utilize monthly and bi-weekly meetings and cohort roundtables to track key issues as they arise

### Bi-Weekly Site Meetings (1 Hour)
- Individual site meeting to review project status.
- COR and Site Key Personnel

### All-Site Meetings (1 Hour)
- All Sites coordination meeting
- All CORs and Sites’ Key Personnel

### Roundtables (1-1.5 Hours)
- Technical
- Perf. Measurement & Human Use
- Outreach
Questions From the Sites

- Any questions from the sites regarding:
  - Complete Trip - ITS4US Program goals and structure?
  - Program Structure (Phases 1-3) and Progress Gates?
  - Structure of the USDOT team?
  - Proposed communications approach?
  - Other questions?
Day 1 Look-Ahead

- The remainder of today will be dedicated to overview presentations from awardees
  - 40-minute presentation, including Q&A
  - Wrap-up at end of today’s session, with additional opportunity for Q&A tomorrow morning

- ICF/Buffalo 11:50 AM-12:30 PM
- BREAK 12:30-12:50 PM
- Atlanta Regional Commission (ARC) 12:50-1:30 PM
- California Association of Coordinated Transportation 1:30-2:10 PM
- BREAK 2:10-2:30 PM
- Heart of Iowa Regional Transit Agency (HIRTA) 2:30-3:10 PM
- University of Washington 3:10-3:50 PM
- Wrap-Up 3:50-4:00 PM