



2018 CEO INITIATIVES AND ACTION PLAN

JANUARY 14, 2019



10 CEO INITIATIVES FOR 2018

1. Enhance Safety and Security Measures
2. Cultivate Organizational Excellence
3. Implement the Transit Vision of Orange County
4. Ready the OC Streetcar Project for Construction
5. Begin Construction of the I-405 Design-Build Project
6. Deliver Capital Projects
7. Modernize the 91 Express Lanes Toll Management Systems
8. Develop Sustainable Plans and Programs Based on Future Growth Projections
9. Promote Environmentally Friendly Initiatives
10. Secure a Viable Financial Future

2018 CEO Initiatives and Action Plan

Ten CEO Initiatives

1. Enhance Safety and Security Measures (10 Milestones)
2. Cultivate Organizational Excellence (14 Milestones)
3. Implement the Transit Vision of Orange County (11 Milestones)
4. Ready the OC Streetcar Project for Construction (5 Milestones)
5. Begin Construction of the I-405 Design-Build Project (4 Milestones)
6. Deliver Capital Projects (13 Milestones)
7. Modernize the 91 Express Lanes Toll Management Systems (3 Milestones)
8. Develop Sustainable Plans and Programs Based on Future Growth Projections (12 Milestones)
9. Promote Environmentally Friendly Initiatives (6 Milestones)
10. Secure a Viable Financial Future (6 milestones)

2018 CEO Milestone Summary

66 Projects/Programs, 84 Milestones

<i>Number of Milestones by Quarter</i>	
Q1	10 Milestones
Q2	24 Milestones
Q3	22 Milestones
Q4	28 Milestones
Total	84 Milestones

<i>Number of Milestones by Division</i>	
1. Capital Division	21 Milestones
2. Executive Office	8 Milestones
3. External Affairs Division	3 Milestones
4. Finance and Administration Division	12 Milestones
5. Human Resources and Organizational Development Division	10 Milestones
6. Planning Division	21 Milestones
7. Transit Division	9 Milestones
Total	84 Milestones

On Track	Completed	Timetable Adjusted	At Risk	Carryover	Board Initiatives Supported
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Initiative 1: Enhance Safety and Security Measures

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
1. <i>Safety Value</i>	Milestone: Incorporate the newly adopted Safety Value as one of HR's employee performance evaluation criteria - Q1. Note: Halogen employee reviews have "Safety" as a core value that each employee is required to be assessed against.	HROD				
2. <i>Drug and Alcohol Program</i>	Milestone: Revise and update OCTA's Drug and Alcohol Program Manual – Q2. Note: On April 9, 2018, the Board approved updates to the Drug and Alcohol Policy.	HROD				
3. <i>Emergency Operations Plans</i>	Milestone: Present to ESC the updated Emergency Operations Plans – Q3. Note: Emergency Operations Plans have been completed. Presented to ESC in Q3.	EXEC				
4. <i>Safety Management System Readiness</i>	Milestone: Conduct a third-party SMS readiness/compliance gap analysis for presentation to the ESC – Q3. Note: On September 24, 2018, the SMS readiness and compliance gap analysis was presented to ESC.	HROD				
5. <i>Safety Security Emergency Preparedness Plan</i>	Milestone: Present the SSEPP plan to ESC – Q3. Note: The SSEPP plan has been completed. Presented to ESC in Q3.	EXEC				
6. <i>Transit System Vulnerability Assessment</i>	Milestone: Present to ESC the completed project assessment – Q3. Note: The vulnerability assessment, led by OCTA Information Systems Department has been completed. Presented to ESC in Q3.	EXEC				
7. <i>Crisis Communication</i>	Milestone: Update and distribute the Crisis Communication Plan – Q3. Note: Distribution of the plan was accomplished on September 18, 2018.	EXEC				

On Track	Completed	Timetable Adjusted	At Risk	Carryover	Board Initiatives Supported
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Initiative 1: Enhance Safety and Security Measures, continued

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
8. <i>Facility Security Camera System</i>	Milestone: Begin construction of upgrades to security camera systems at the Santa Ana and Garden Grove Bus Bases - Q3. Note: On January 22, 2018, the Board approved the request to issue the RFP for installation of the new video surveillance camera system at the Santa Ana and Garden Grove bus bases. On May 14, 2018 the Board approved the selection of the firm to perform installation of the video surveillance system at the Santa Ana and Garden Grove bus bases. Contractor received the NTP on June 18, 2018.	CAP				
9. <i>Transit Security Operations Center</i>	Milestone: Complete TSOC environmental – Q4. Note: This project will carry over to Q1, 2019. CEQA public comment ended on November 30, 2018. Consultant will address comments until January 2019.	CAP				
10. <i>Cybersecurity</i>	Milestone: Conduct cyber security intrusion testing throughout the year. Make cyber recommendations to ESC throughout the year and install security measures and software to prevent intrusion. Report to ESC quarterly - Q4. Note: Penetration testing and phishing campaigns were completed in October 2018. Quarterly Cybersecurity updates were given to ESC.	F&A				

Initiative 2: Cultivate Organizational Excellence

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
1. <i>Early Career Program</i>	Milestone: Implement Early Career Program courses – Q2. Note: Early career attendees started their first session the week of May 7th, 2018.	HROD				
2. <i>Succession Planning</i>	Milestone: Implement development plans – Q2. Note: Development plans are complete and implemented.	HROD				
3. <i>Personnel and Salary Resolution</i>	Milestone: Board approval of the PSR – Q2. Note: On June 11, 2018, the Board approved the PSR for FY 2018-19.	HROD				

On Track	Completed	Timetable Adjusted	At Risk	Carryover	Board Initiatives Supported
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Initiative 2: Cultivate Organizational Excellence, continued

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
4. <i>Collective Bargaining Agreement</i>	Milestone: Board approval of Coach Operator's agreement – Q2. Note: On February 26, 2018, agreement update went to the Board. On March 26, 2018, a closed session was held to update the Board on the agreement. On April 9, 2018, a closed session was held to update the Board on the agreement. On May 14, 2018, the Board ratified and approved the Coach Operator's agreement.	HROD				
5. <i>Carryover 2017- IS System Upgrades</i> <i>Complete Lawson Upgrade</i>	Milestone: Upgrade Lawson Software, go live – Q2. Note: Lawson upgrade is underway. The schedule has slipped due to design implementation issues. As of December 3, 2018, the Lawson upgrade is complete.	F&A				
6. <i>OCTA Attitudinal and Awareness Survey</i>	Milestone: Deliver to the Board the results of the OCTA Attitudinal and Awareness Survey – Q2. Note: On August 27, 2018, Board received the results of the Attitudinal and Awareness study survey.	EA				
7. <i>Employee Benefits</i>	Milestone: Renewal of the employee benefits contracts through the California State Association of Counties – Q3. Note: On August 27, 2018, the Board authorized several amendments and contracts for employee healthcare benefits.	HROD				
8. <i>IS Risk Assessment</i>	Milestone: Conduct a comprehensive risk assessment of the OCTA information systems environment and incorporate results into the FY 2018-19 Internal Audit Plan – Q3. Note: The IS Risk Assessment has been completed and results incorporated into FY 2018-19 Audit Plan. On August 27, 2018 the Board approved the draft FY 2018-19 Internal Audit Plan.	EXEC				
9. <i>Metrics Dashboard</i>	Milestone: Demonstrate Metrics Dashboard to ESC – Q3. Note: The metrics dashboard has been built and is in the user acceptance phase. On October 8, 2018, ESC received a demonstration of the new Executive Metrics Dashboard.	PLN				

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Initiative 2: Cultivate Organizational Excellence, continued

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
10. 2018 Employee Engagement Survey	Milestone: Conduct and deliver the Employee Engagement Survey. Report results to ESC and then OCTA - Q4. Note: Survey of employees was conducted in October 2018 and the CEO presented the results to ESC and OCTA through the CEO Connection seminars.	HROD				
11. Employee Engagement Survey Action Plan	Milestone: Present to ESC quarterly progress on the implementation of the 2017 Employee Engagement Action Plan – Q4. Note: The Engagement Action Plan was presented to the ESC quarterly. The engagement plan proved successful as improvements in almost all categories were seen on the 2018 Employee Engagement Survey.	HROD				
12. OCTA Desktop Replacement	Milestone: Replace old desktops with new desktops and operating systems – Q4. Note: The IS Department has completed migration to Windows 10 using new PC's.	F&A				
13. Legislative Platforms	Milestone: Board approval of 2019 State and Federal Platforms – Q4. Note: On June 25, 2018, the Board approved the preparation plan and timeline for the State and Federal Legislative Platforms. On September 24th, initial drafts of the platforms were presented to the Board for review. On November 26, 2018, the Board adopted the State and Federal Legislative Platforms.	EA				
14. Federal/State Legislative Reports	Milestone: Present to the Board monthly Federal/State Legislative Reports – Q4. Note: The Board received the State and Federal Reports on the following dates: February 26th, March 26th, April 23rd, May 25th, June 25th, July 23rd, August 27th, September 24, October 22, November 26.	EA				

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Initiative 3: Implement the Transit Vision of Orange County

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
1. <i>Carryover 2017 - Phase II, Mobile Ticketing System for Fixed-Route Buses</i>	Milestone: Complete Phase II installation of mobile readers on active fleet vehicles – Q1. Note: Completed. All readers have been installed.	F&A				
2. <i>OC ACCESS Online</i>	Milestone: Launch OC ACCESS Online – Q1. Note: OC ACCESS launched in Q1.	OPS				
3. <i>Same Day Taxi Service</i>	Milestone: Board award of consultant services for the same day taxi services - Q2. Note: On February 12, 2018, the Board approved the release of the request for proposals for taxi service providers. On July 23, 2018, the Board approved the selection of the contractor to provide Same-Day Taxi service to ACCESS-eligible customers.	OPS				
4. <i>Project V Community Circulators</i>	Milestone: Board award of grants to Community Circulator services – Q2. Note: On January 22, 2018 the Board directed staff to return with revised Project V Guidelines for a potential call for projects. On February 12, 2018, the Board approved Project V Guidelines and call for projects. On June 25, 2018 the Board approved a recommended \$6.8 million in funding for Project V community-based transit circulator projects. On July 23, 2018, the Board received the Project V ridership report.	PLN				
5. <i>Freeway Service Patrol</i>	Milestone: Board award of selected FSP providers for FSP services - Q2. Note: On February 12, 2018, the Board approved the release of the request for proposals for FSP services for four service areas. On May 25, 2018, the Board approved two firms to provide FSP throughout Orange County. In addition, the Board authorized the CEO to enter into a cooperative agreement with the California Highway Patrol for the supervision of the FSP.	OPS				
6. <i>Hydrogen Fuel Cell Bus Purchases</i>	Milestone: Receive first article, hydrogen bus – Q3. Note: On September 24, 2018, OCTA received the first hydrogen fuel cell bus.	OPS				

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Initiative 3: Implement the Transit Vision of Orange County, continued

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
7. <i>Micro-Transit Demonstration Project</i>	Milestone: Implement OC Flex Service – Q3. Note: On March 26, 2018, the Board approved the firm to provide operation and maintenance services for the micro-transit pilot program. On August 13, 2018, the Board received an update on the pilot program and approved the proposed fare structure. OC Flex service started on October 15, 2018 in the Huntington Beach service area and started in south county (Aliso Viejo/Mission Viejo) on October 20, 2018.	OPS				
8. <i>iShuttle Project V</i>	Milestone: Accept delivery of new iShuttle buses for expanded iShuttle service – Q3. Note: On June 25, 2018 the Board authorized an amendment to the agreement with First Transit for expansion of iShuttle service. OCTA received and accepted 7 iShuttle buses on December 31, 2018.	OPS				
9. <i>Carryover 2017 - Near Zero NOx Emission Engines</i>	Milestone: Complete engine re-power on 98 New Flyer buses - Q4. Note: All engine re-powers have been completed.	OPS				
10. <i>Hydrogen Fuel Cell Bus Purchases</i>	Milestone: Begin receiving remaining nine production buses - Q4. Note: The charging system that is part of the fuel cell isn't working properly. This item will carryover to Q2, 2019	OPS				
11. <i>EZ Wallet Demonstration</i>	Milestone: Initiate a demonstration project of EZ Wallet – Q4. Note: Initiation of the demonstration project will carryover to Q1, 2019.	OPS				

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Initiative 4: Ready the OC Streetcar Project for Construction

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
1. Carryover 2017 - OC Streetcar Project	Milestone: Board award of the contract for the manufacturing and delivery of the streetcar rail vehicles - Q1. Note: On March 26, 2018, the Board approved the firm to provide eight streetcar vehicles contingent upon successful completion of a pre-award audit to confirm compliance with Federal Buy America requirements.	OPS				
2. OC Streetcar Project	Milestone: Board approval to release the RFP for the management and operations of the OC Streetcar - Q1 Note: On November 12, 2018, the Board approved the release of the OC Streetcar O&M RFP.	OPS				
3. Carryover 2017 - OC Streetcar Project.	Milestone: Execute the Federal New Starts Capital Investment Grant Program full funding grant agreement - Q2. Note: On November 30, 2018, the Federal New Starts grant agreement was formally executed.	EA				
4. OC Streetcar Project	Milestone: Board award of the construction contract - Q2. Note: On March 26, 2018, the Board received an OC Streetcar update. On July 9, 2018, the Board approved the revised OC Streetcar Project funding plan and authorized the use of up to \$108.41 million in additional M2, Project S, program funding. On September 24, 2018 the Board approved the award of the construction contract for the OC Streetcar Project.	CAP				
5. OC Streetcar Project	Milestone: Begin construction of the OC Streetcar Project - Q3. Note: On September 24, 2018, the Board approved the award of the construction contract. NTP for construction was given in mid-November 2018.	CAP				

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Initiative 5: Begin Construction of the I-405 Design-Build Project

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
1. I-405 Design-Build Project	Milestone: Begin construction of the I-405 Design-Build Project - Q1. Note: On January 26, 2018, a ground-breaking ceremony was held in Costa Mesa to begin construction on the I-405 Design-Build Project.	CAP				
2. Carryover 2017 - 405 Express Lanes. Back-Office System, Customer Service, and Traffic Operations Staffing	Milestone: Board approval to release the RFP for the back-office system, customer service and traffic operations staffing - Q3. Note: The original intent of this RFP was to combine the services for the 405 Express Lanes and 91 Express Lanes into one procurement. After further review, the decision has been made to separate the RFP and have two procurements – one for the 405 Express Lanes and the other for the 91 Express Lanes. The approval for the release of the 91 Express Lanes RFP is anticipated in Q1 of 2019. The approval for the release of the 405 Express Lanes RFP has not been determined but will be in either late 2019 or 2020.	EXEC				
3. I-405 Design-Build Project	Milestone: Present to the Board an update on the implementation of the Plan of Finance for the I-405 project – Q4. Note: On November 12, 2018, the Board adopted the 2018 M2 Plan of Finance.	F&A				
4. I-405 Design-Build Project	Milestone: Acquire and deliver 143 ROW parcels for construction to the design-build per contract commitments – Q1-Q4. Note: On the dates indicated below, the Board adopted resolutions of necessity on several properties within the construction area (February 26th, March 26th, May 14th, June 25th, July 23rd, August 13, September 24, October 22, November 22, December 10).	CAP				

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Initiative 6: Deliver Capital Projects

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
1. Carryover 2017 - Hydrogen Fueling Station at the Santa Ana Base	Milestone: Award fueling station construction contract - Q1. Issue NTP for design and construction of fueling station - Q1. Note: On November 13, 2017, the Board authorized the CEO to negotiate and execute the contract for the construction, operation, and maintenance of a hydrogen fuel station. On January 25, 2018, contract was awarded. NTP was issued on January 25, 2018.	CAP				
2. OC Go: I-5, SR-73 to Oso Parkway Design Project	Milestone: Complete 100% design - Q1. Note: 100% design completed in August 2018. On October 22, the Board approved a cooperative agreement between OCTA and Caltrans for construction capital and construction management. On October 22, the Board approved the release of the RFP for construction management support services.	CAP				
3. I-5 Widening from Avenida Pico to San Juan Creek Road	Milestone: Open the new carpool lanes on I-5 from Pico to San Juan Creek Road - Q2. Note: Carpool lanes were opened to traffic in April 2018.	CAP				
4. OC Go: I-5, SR-55 to SR-57	Milestone: Advertise for Construction bids for this project - Q2. Note: On May 8, 2018, the opening for construction bids for this project was advertised and eight bids were received. However, all bidders were subsequently deemed "unresponsive" as each did not meet the bidding requirements. The project was re-advertised on August 27, 2018 and new bids were received. On November 29th the construction contract was awarded.	CAP				
5. Anaheim Canyon PSE	Milestone: Professional engineering services. Deliverable will be the 60% PS&E - Q3. Note: On July 23, 2018 the Board approved the release of the RFP for construction management services for the Anaheim Canyon Metrolink Station Improvement Project. On July 27, 2018, the 60% PS&E was delivered.	CAP				

On Track	Completed	Timetable Adjusted	At Risk	Carryover	Board Initiatives Supported
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Initiative 6: Deliver Capital Projects, continued

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
6. OC Go: I-5, Alicia Parkway to El Toro Road	Milestone: Complete 100% design - Q3. Note: Anticipated 100% design completion is scheduled for April 2019. This milestone will carryover to 2019.	CAP				
7. Placentia Metrolink Station	Milestone: Board award of construction contract - Q3 (subject to BNSF approval). Note: BNSF agreement is being negotiated. This milestone will carryover to 2019.	CAP				
8. Carryover 2017 - Hydrogen Fueling Station. Construct hydrogen fueling station at the Santa Ana Base.	Milestone: Commission into service the Hydrogen Fueling Station at the Santa Ana Base - Q4 Note: Under final review by OCFA for permitting. Final construction and commission of fueling station will occur in 2019.	CAP				
9. Carryover 2017 - San Juan Capistrano Passing Siding Project.	Milestone: Begin construction - Q4. Note: On August 27, 2018, the Board approved the release of the IFB for construction of the Laguna Niguel to San Juan Capistrano Passing Siding Project. Bids for this project came in higher than the engineers estimate. Project budget will be revised, and construction will be brought to the Board in January 2019. Carryover to 2019.	CAP				
10. OC Go: I-5, I-405 to SR-55	Milestone: Complete the environmental document – Q4. Note: On May 25, 2018, the Board received an update on the project. This project has been delayed until mid-2019 due to lack of agreement over design variations needed to limit ROW impacts to businesses and communities.	CAP				
11. OC Go: I-5, Oso Parkway to Alicia Parkway	Milestone: Caltrans award of construction contract - Q4. Note: On February 12, 2018, the Board authorized execution of a cooperative agreement with Caltrans for construction management services for this project. On February 12, 2018, the Board received an update to this project. On February 26, 2018, the Construction Management RFP was released. On August 13, 2018, the Board approved the construction management support services for this project. Bids for the construction contract will be opened in January 2019. Carryover to 2019.	CAP				

On Track	Completed	Timetable Adjusted	At Risk	Carryover	Board Initiatives Supported
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Initiative 6: Deliver Capital Projects, continued

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
12. OC Go: I-605/Katella Avenue Interchange	Milestone: Complete the environmental document - Q4. Note: Environmental phase of this project was completed in October 2018.	CAP				
13. OC Go: SR-57 NB - Orangewood to Katella	Milestone: Circulate the Environmental Document for public comment - Q4. Note: On September 10, 2018, the Board received an update on the SR-57 Northbound Improvement Project. The public review/circulation period was held from October 11th to November 9th, with a Public Hearing on October 25th.	CAP				

Initiative 7: Modernize the 91 Express Lanes Toll Management Systems

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
1. 91 Express Lanes - 405 Express Lanes	Milestone: Board award of contractor for the ETM system for the 91 Express Lanes 405 Express Lanes - Q1. Note: On February 26, 2018, the Board approved the contract award for the Toll System Integrator.	EXEC				
2. SR-91 Implementation Plan	Milestone: Present for Board approval the SR-91 Implementation Plan - Q2 Note: On April 23, 2018, the Board received an update on the 91 Express Lanes. On May 25, 2018, the Board received an update on the SR-91 ridership patterns. On June 11, 2018, the Board approved the 2018 SR 91 Implementation Plan.	PLN				
3. OCTA Credit Rating	Milestone: Present to the Board OCTA's current credit rating against outstanding debt - Q4. Note: An update to the Board was provided on August 13, 2018.	F&A				

On Track	Completed	Timetable Adjusted	At Risk	Carryover	Board Initiatives Supported
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Initiative 8: Develop Sustainable Plans and Programs Based on Future Growth Projections

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
1. <i>Transit Master Plan</i>	Milestone: Present to Board the Final Transit Master Plan - Q1. Note: On February 12, 2018, the Transit Master Plan (OC Transit Vision) final report was delivered to the Board for consideration.	PLN				
2. <i>OC Bus 360°, Biannual Progress Report</i>	Milestone: Present to Transit Committee the OC Bus 360° update - Q2. Note: On April 23, 2018, the Board received an update on the OC Bus 360° Program. On June 11, 2018, the Board received an update on the implementation of the OCTA Corridor Studies.	PLN				
3. <i>STIP</i>	Milestone: Present to Board the CTC approval of 2018 STIP - Q2. Note: On April 9, 2018, the Board was presented with the 2018 STIP update. On May 18, 2018, the Board was presented the CTC approved projects with an award of \$92.5 million.	PLN				
4. <i>Streets and Roads</i>	Milestone: Award up to \$8 million for the RTSSP to provide intersection improvements - Q2. Note: On June 11, 2018, the Board approved the award of \$8.9 million for six projects. On September 10, 2018, the Board approved program funds for six projects as part of the 2018 call for projects.	PLN				
5. <i>Streets and Roads</i>	Milestone: Award up to \$32 million for streets projects through the M2 Regional Capacity Program - Q2. Note: On June 11, 2018, the Board approved the award of \$32 million for 11 local agency projects.	PLN				
6. <i>ITS Strategic Deployment Plan</i>	Milestone: Award consultant services contract to update the ITS Strategic Deployment Plan - Q3. Note: Awarded on April 9, 2018	PLN				

On Track	Completed	Timetable Adjusted	At Risk	Carryover	Board Initiatives Supported
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Initiative 8: Develop Sustainable Plans and Programs Based on Future Growth Projections

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
7. Next 10 Delivery Plan	Milestone: Present to Board the Next 10 Plan market conditions review – Q3. Note: On June 11, 2018, the Board received the M2 Quarterly Progress Report for Q3 of FY 2017-18. On September 10, 2018, the Board received the M2 Market Conditions Key Indicators Analysis and Forecast for delivery of the Next 10 Plan. On September 10, 2018 the Board adopted the 2018 M2 Next 10 Delivery Plan with revised financial assumptions. On October 8, 2018, the M2 quarterly report was presented to the Board. On November 26, 2018, the Board received the M2 Sales Tax Forecast. On December 10, 2018, the Board received the M2 Quarterly Report for Q1, FY 2018-19.	PLN				
8. TAM Plan	Milestone: Complete TAM Plan - Q3. Note: On September 24, 2018, the Board approved the TAM plan which was delivered as an attachment to the CBP.	PLN				
9. Transit Corridor Study	Milestone: Board award of consultant services for the Transit Corridor Study – Q4. Note: On July 23, 2018, the Board awarded the contract for consultant services.	PLN				
10. LRTP	Milestone: Present to the Board the final plan -Q4. Note: On February 12, 2018, the Board received an update to the 2018 LRTP. On April 9, the Board received an update on the 2018 LRTP. On August 13, 2018, the Board directed staff to release the draft 2018 LRTP for public review. On November 12, 2018, the Board received the final LRTP and directed staff to submit it to SCAG.	PLN				
11. OC Bus 360°, Biannual Progress Report	Milestone: Present to Transit Committee the OC Bus 360° update - Q4. Note: On November 26, 2018, the Board received a status report on major OC Bus 360° elements.	PLN				
12. LA Metro Collaboration	Milestone: Collaborate with LA Metro on regional plans and report as required throughout the year - Q4. Note: On September 10, 2018, the Board received and M2 Market Analysis which included an LA Metro Report.	PLN				

On Track	Completed	Timetable Adjusted	At Risk	Carryover	Board Initiatives Supported
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Initiative 9: Promote Environmentally Friendly Initiatives

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
1. <i>Bicycle Safety Training Program</i>	Milestone: Award contract for bicycle safety training program - Q2. Note: Contract signed on April 17, 2018.	PLN				
2. <i>OC Go Environmental Programs</i>	Milestone: Freeway Mitigation Program – Finalize resource management plans for the remaining two properties – EOC Q3. Note: On August 13, 2018, the Board received an update on the Freeway Mitigation Program. Plans have been completed as of end of August. Division will present to EOC in November.	PLN				
3. <i>OC Go Environmental Programs</i>	Milestone: Fund the environmental program endowment and provide quarterly reports to the Board – Q1–Q4. Note: The annual deposit to the endowment was made on August 14, 2018. On September 24, 2018, the quarterly report was presented to the Board. The last quarterly report for the year is scheduled for the November 14th Finance and Administration Committee and November 26, 2018 Board meeting.	F&A				
4. <i>Active Transportation</i>	Milestone: Present to Board the OC Active Transportation Plan - Q4. Note: On December 10, 2018, the Board was presented the countywide active transportation plan.	PLN				
5. <i>BCIP</i>	Milestone: Release BCIP call for projects - Q4. Note: On September 24, 2018, the Board approved the guidelines for the 2019 BCIP call for projects for up to \$25 million.	PLN				
6. <i>OC Go Environmental Programs</i>	Milestone: Allocate M2 Environmental Cleanup Program Tier 1 Water Quality Grant Funding - Q4. Note: On March 12, 2018, released Tier 1 call for projects. On August 13, 2018, the Board approved the 2018 Tier 1 Environmental Cleanup Program recommendations to fund 12 projects. On September 10, 2018, the Board approved revised recommendations for the funding of the 12 projects.	PLN				

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Initiative 10: Secure a Viable Financial Future

Project/Program	Milestone	Division	Q1	Q2	Q3	Q4
1. Carryover 2017 - Revise the CBP	Milestone: Board approval of the CBP - Q2. Note: On September 24, 2018, the Board approved the FY 2018 - 19 CBP.	F&A				
2. Commercial Banking	Milestone: Board approval of new commercial banking contract - Q2. Note: On May 25, 2018, the Board approved the selection of the firm (Bank) to provide commercial banking services for a five-year initial term.	F&A				
3. FY 2018-19 Budget Adoption	Milestone: Board adoption of the OCTA FY 2018 - 19 Budget - Q2. Note: On June 11, 2018, the Board approved the FY 2018-19 budget.	F&A				
4. I-405 Design-Build Project	Milestone: Request first TIFIA loan disbursement - Q2. Note: Completed in April 2018.	F&A				
5. CAFR	Milestone: Present to the Board the FY 2017-18 CAFR, which includes audited financial statements earning and unmodified audit opinion - Q4. Note: On November 26, 2018, the Board received the fiscal year 2017-18 CAFR and the 91 Express Lanes Fund Financial statements.	F&A				
6. SB 19 Chapter 5, Statutes of 2007)	Milestone: Ensure fair distribution of SB 1 funding to Orange County projects. Report to Administration and Finance Committee as needed - Q1-Q4 Note: On January 22, 2018, the Board approved funding recommendations for the SB 1 State of Good Repair program for FY 2017-18 funds. April 9, 2018, the Board received an SB 1 update. On April 26, 2018, the Board received the CTC recommendations for three SB 1 programs. On May 18, 2018, the Board received the CTC approval of awards for three SB 1 programs. On August 13, 2018, the Board approved funding recommendations for SB 1 funding for FY 2018-19 and FY 2019-20.	PLN				

On Track	Completed	Timetable Adjusted	At Risk	Carryover	Board Initiatives Supported
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Acronyms

BCIP – Bicycle Corridor Improvement Program	M2 – Measure M2
BNSF – Burlington Northern Santa Fe	NB - Northbound
Board – Board of Directors	NTP – Notice to Proceed
CAFR – Comprehensive Annual Financial Report	O&M – Operations and Maintenance
Caltrans – California Department of Transportation	OCFA – Orange County Fire Authority
CAP – Capital Programs	OCTA – Orange County Transportation Authority
CBP – Comprehensive Business Plan	OPS - Operations
CEO – Chief Executive Officer	PLN – Planning
CEQA – California Environmental Quality Act	PS&E – Plan Specifications and Estimates
CTC – California Transportation Commission	PSR – Personnel and Salary Resolution
EA – External Affairs	Q1 – First Quarter
EOC – Environmental Oversight Committee	Q2 – Second Quarter
ESC – Executive Steering Committee	Q3 – Third Quarter
ETTM – Electronic Toll and Traffic Management	Q4 – Fourth Quarter
EXEC – Executive Office	RFP – Request for Proposal
F&A – Finance and Administration	ROW – Right-of-Way
FSP – Freeway Service Patrol	RTSSP – Regional Transportation Signal Synchronization Program
FY – Fiscal Year	SR-55 – State Route 55
HROD – Human Resources and Organizational Development	SR-57 – State Route 57
HR – Human Resources	SR-73 – State Route 73
I-405 – Interstate 405	SR-91 – State Route 91
I-5 – Interstate 5	SMS – Safety Management System
I-605 – Interstate 605	SSEPP – Safety Security Emergency Preparedness Plan
IS – Information Systems	STIP – State Transportation Improvement Program
IFB – Invitation for Bid	TIFIA – Transportation Infrastructure Finance and Innovation Act
ITS – Intelligent Transportation System	TAM – Transit Asset Management
L RTP – Long-Range Transportation Plan	TSOC – Transit Security Operations Center
LA Metro – Los Angeles County Metropolitan Transportation Authority	