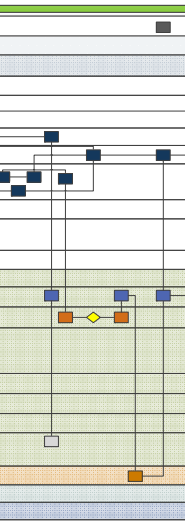
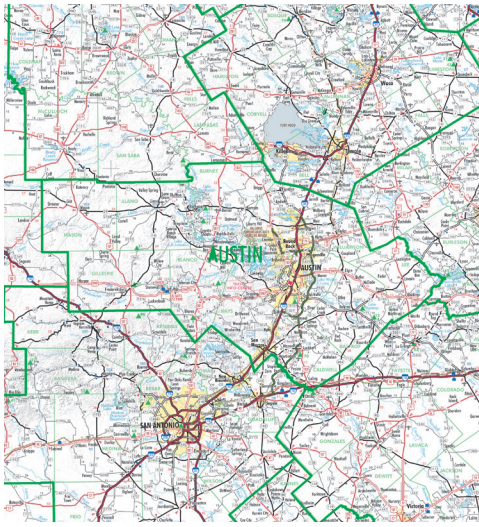
TRANSPORTATION SYSTEMS MANAGEMENT AND OPERATIONS (TSMO)





AUSTIN DISTRICT PROGRAM PLAN

Quick Reference Guide

July 2018

Texas Department of Transportation

Transportation Systems Management and Operations (TSMO) is… a communications document. It is an approach to improve mobility for all modes of transportation by integrating planning and design with operations and maintenance to holistically manage the transportation network and optimize existing and future infrastructure. TSMO involves performance based planning, consisting of coordinated mobility strategies supported by a program of funding, technical and business processes, institutional arrangements and regional partnerships.

TSMO is being adopted as policy and applied in other agencies in various states across the country.

Federal Legislation ("MAP-21") defines TSMO as: "Integrated strategies to optimize the performance of existing infrastructure through the implementation of multimodal and intermodal, cross-jurisdictional systems, services, and projects designed to preserve capacity and improve security, safety, and reliability of the transportation system."

Source: MAP-21, the Moving Ahead for Progress in the 21st Century Act (P.L. 112-141), Title 23 U.S.C. Sec. 101. Definitions and declaration of policy, (30)

"Each district will be expected to (1) ensure Traffic Management Systems (TMS) is included in each project's planning, development, design, construction, maintenance and operation, and (2) provide specific TMS projects where gaps exist between typical road and bridge projects…TRF will also provide Transportation Systems Management and Operations (TSMO) guidance for the districts"—**TxDOT Chief Engineer Bill Hale, Memo dated April 7, 2017**

Intelligent Transportation Systems (ITS), TMS, and traffic signals are the tools to solve transportation challenges.

TSMO is the collaboration and integration of activities to enable the prioritization and implementation of mobility strategies.

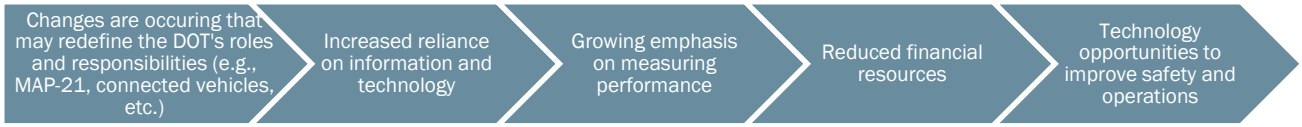
Examples of **mobility strategies** that can be **enabled by** TSMO to help improve safety and mobility:

- Traffic incident management
- Work zone management
- Integrated corridor management
- Rural emergency response
- Traveler information/ journey planning

For more information, go to Section 2 of the Austin District Program Plan.

Why TSMO? The integration of TSMO in an agency can maximize the capabilities of existing and future infrastructure

1. The transportation environment is changing.



2. The Austin District experiences the same causes of congestion as regions around the country.

The Austin District currently manages several important initiatives, including, but not limited to, TMS, smart work zones, and incident management to address these causes of congestion. A TSMO Program in the Austin District will advance and enhance these initiatives.

3. Through integration and prioritization of mobility solutions, TSMO helps get the most out of existing facilities in a cost-effective way and helps transportation agencies maximize their funding leading to improved reliability, smoother traffic flow, increased safety, reduced congestion, and improved quality of life. TSMO is supported by TxDOT leadership and FHWA as opportunity to leverage resources and maximize capacity, as described in Chief Engineer Bill Hale's July 2016 and April 2017 memos, as well as federal legislation.

TSMO requires a **philosophical shift** to prioritize the use and dedicated funding of mobility solutions in program planning. The action of TSMO program planning establishes a framework for performance measurement and continuous improvement in order to improve safety and mobility throughout the district, and ultimately supports the achievement of TxDOT's mission.

For more information, go to Section 3 of the Austin District Program Plan.

A CMM assessment was conducted in the Austin District and it identified several opportunities to enhance TSMO integration.

TSMO integration is measured through a **capability maturity model (CMM).** A CMM is a methodology to evaluate an organization's progress toward developing a specific program. For TSMO, the American Association of State Highway and Transportation Officials (AASHTO) defined six dimensions to evaluate TSMO integration within an agency:

Business Processes	**Systems and Technology**	**Performance Measures**
Culture	**Organization and Workforce**	**Collaboration**

Each TSMO capability is evaluated as either Level 1 (performed), Level 2 (managed), Level 3 (integrated), or Level 4 (optimized).

Based on the CMM assessment completed during the statewide efforts and through district engagement activities, TxDOT-AUS currently identifies itself as a Level 2 in all CMM capabilities except performance measurement and culture, which are at Level 1. The CMM assessment was used to identify opportunities for improvement and action items to improve TSMO capabilities.

Reminder: The CMM assessment is not meant to be a scorecard. Its goal is to identify opportunities for improvement and support setting goals that are achievable.

What is a TSMO Plan and why do one?

The TSMO planning process helps transportation agencies mainstream operations; that is, integrating operations with other core functions of the agency, and enhancing certain processes such that operations investments are on par with construction and maintenance funding.

For more information, go to Section 6 of the Austin District Program Plan.

Implementation Guide (FY 2018 to FY 2021)

FY 2018 Q4 (June—August)

_____ Release Austin District Program Plan. Facilitate roll-out of training for Austin District Plan to all available District staff. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan—entire document

Task Lead: TSMO Coordinator
Oversight: TxDOT TRF
Evaluation Metric: Training made available to all district staff
Frequency: Once

_____ Complete TMS Status Report with updated data.

Reference: AUS Program Plan 8.2.4

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Send TMS Status Report to TRF
Frequency: Bi-annually

_____ Select TSMO Champion, Coordinator, and Liaisons. This group will form the base members of the TxDOT Austin District TSMO Working Group. The TSMO Coordinator should reach out to this stakeholder group and begin coordination.

Reference: AUS Program Plan 8.5.2

Task Lead: District Leadership
Oversight: TxDOT TRF
Evaluation Metric: Send names for each position to TRF for tracking purposes
Frequency: As needed

_____ Initiate Regional TSMO Committee and hold quarterly meetings. Also attend statewide TSMO committee meetings when initiated.

Reference: AUS Program Plan 8.7.1

Task Lead: TSMO Champion and Coordinator
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Facilitate and attend Regional TSMO Committee Meeting
Frequency: This is a continuous task

_____ Develop budget for District resource needs based on positions identified in Austin District TSMO Program Plan.

Reference: AUS Program Plan 8.1.3

Task Lead: TSMO Coordinator
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Send budget to TRF for TSMO tracking purposes
Frequency: Every 2 years

_____ Implement changes to project development process through the TSMO project development checklist. All new projects should use it upon inception of the project.

Reference: AUS Program Plan 8.1.1

Tool: Appendix D: Project Development TSMO Checklist

Task Lead: Project Managers
Oversight: TSMO Project Design Liaison
Evaluation Metric: Use TSMO project development checklist on all projects
Frequency: This is a continuous task

_____ Initiate development of tactical plans. Tactical plans should be completed within on year of finalization of Austin District TSMO Program Plan.

Reference: AUS Program Plan 9.0.0

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Distribute completed tactical plans to Austin District and TRF
Frequency: As needed

_____ Institute TSMO Evaluation on all projects using the MPPM initiative.

Reference: AUS Program Plan 8.2.4

Tool: MPPM/TSMO Evaluation

Task Lead: TSMO Project Design Liaison
Oversight: TSMO Coordinator
Evaluation Metric: Provide progress in annual report
Frequency: This is a continuous task

_____ Develop and facilitate training on the TSMO project development checklist. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Connections Liaison
Oversight: TSMO Coordinator
Evaluation Metric: Hold training for project managers and other agency employees
Frequency: Bi-annually

_____ Facilitate project-based milestone meetings with all disciplines to resolve potential challenges and pain points early in the project development process.

Reference: AUS Program Plan 8.7.1

Tool: Appendix D: Project Development TSMO Checklist

Task Lead: Project Managers
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide update of progress at Regional TSMO Meeting
Frequency: This is a continuous task

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

_____ Research existing TxDOT forms and processes and make recommendations about where to include TSMO forms and processes.

Reference: AUS Program Plan 8.1.3

Task Lead: TSMO Connections Liaison
Oversight: TSMO Coordinator
Evaluation Metric: Send recommendations to TxDOT divisions
Frequency: Every year

FY 2019 Q1 (September—November)

_____ Identify list of projects and budgets where operations/TMS improvements can be added over the next 10 years to include in UTP.

Reference: AUS Program Plan 8.1.3

Task Lead: TSMO Project Design Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Send projects and budget to TRF for TSMO tracking purposes
Frequency: Every 4 years

_____ Develop template language for project scopes to align with performance-based planning requirements.

Reference: AUS Program Plan 8.1.1

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Implement scoping language on projects
Frequency: As needed

_____ Complete TMS Status Report with updated data.

Reference: AUS Program Plan 8.2.4

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Send TMS Status Report to TRF
Frequency: Bi-annually

_____ Facilitate TSMO discussions during project-specific stakeholder meetings to identify opportunities to integrate and prioritize mobility solutions.

Reference: AUS Program Plan 8.6.1

Task Lead: Project Managers
Oversight: TSMO Regional Stakeholder Liaison
Evaluation Metric: Provide update of TSMO discussions at Regional TSMO Committee Meeting
Frequency: This is a continuous task

_____ Facilitate TSMO discussions during quarterly District portfolio planning, CAMPO working groups/committees, AIM High meetings, and other regularly scheduled initiative meetings.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Regional Stakeholder Liaison
Oversight: TSMO Connections Liaison
Evaluation Metric: Provide update of TSMO discussions at Regional TSMO Committee Meeting
Frequency: This is a continuous task

_____ Develop and facilitate training regarding the roles and responsibilities for TSMO Liaisons and their staff.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Coordinator
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Hold training for TSMO Liaisons and TxDOT Austin District TSMO Working Group
Frequency: As needed

_____ Acquire one additional ITS Analysts and one Maintenance Technician to support deployment and maintenance of ITS devices.

Reference: AUS Program Plan 8.5.1

Task Lead: TSMO Connections Liaison
Oversight: TSMO Transportation Systems and Technical Services Liaison
Evaluation Metric: Hire full time employee
Frequency: Once

Reference: AUS Program Plan 8.1.2

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

FY 2019 Q2 (December—February)

_____ Initiate development of TSMO newsletter to update district staff on TSMO activities, best practices, and next steps.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Quarterly

_____ Develop general notes to be used on project plan sets and develop criteria on when they should be added to plans. Implement general notes on projects.

Reference: AUS Program Plan 8.6.1

Task Lead: Project Managers
Oversight: TSMO Connections Liaison
Evaluation Metric: Provide update to progress in annual report
Frequency: This is a continuous task

_____ Develop and facilitate training for all agency employees and stakeholder to engage them in the TSMO program. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Hold training for all agency employees
Frequency: Every 1 year

_____ Develop and facilitate training on the TSMO project development checklist. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Connections Liaison
Oversight: TSMO Coordinator
Evaluation Metric: Hold training for project managers and other agency employees
Frequency: Bi-annually

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

FY 2019 Q3 (March—May)

_____ Review Austin District Program Plan for updates and revisions.

Reference: AUS Program Plan 8.1.4

Task Lead: TSMO Coordinator
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Send revised Austin District TSMO Program Plan to TRF for tracking purposes
Frequency: Every 1 year

_____ Complete TMS Status Report with updated data.

Reference: AUS Program Plan 8.2.4

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Send TMS Status Report to TRF
Frequency: Bi-annually

_____ Implement project-based performance measurement for before-and-after analysis. Use qualitative information unless consistent and high-quality data is available.

Reference: AUS Program Plan 8.3.3

Tool: Appendix B: Recommended Performance Measures

Task Lead: Project Manager
Oversight: TSMO Planning Liaison
Evaluation Metric: Provide update in annual TSMO Report
This is a continuous task

_____ Track TSMO performance measures: district travel time reliability and implementation plan status.

Reference: AUS Program Plan 8.3.2

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Provide update in TMS Status Report and Annual TSMO Report
Frequency: Every 1 year

_____ Develop TSMO newsletter to update district staff on TSMO activities, best practices, and next steps.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Every 1 year

_____ Develop annual TSMO Report.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Every 1 year

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

FY 2019 Q4 (June—August)

_____ Develop TSMO newsletter to update district staff on TSMO activities, best practices, and next steps.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Quarterly

_____ Develop and facilitate training on the TSMO project development checklist. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Connections Liaison
Oversight: TSMO Coordinator
Evaluation Metric: Hold training for project managers and other agency employees
Frequency: Bi-annually

_____ Facilitate project-based collaboration between adjacent projects to share best practices.

Reference: AUS Program Plan 8.7.1

Task Lead: TSMO Planning Liaison and TSMO Project Development Liaisons
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide update of progress at Regional TSMO Meeting
Frequency: This is a continuous task

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

FY 2020 Q1 (September—November)

_____ Complete TMS Status report with updated data.

Reference: AUS Program Plan 8.2.4

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Send TMS Status Report to TRF
Frequency: Bi-annually

_____ Update regional ITS architecture.

Reference: AUS Program Plan 8.2.4

Task Lead: TSMO Planning Liaison
Oversight: TSMO Coordinator
Evaluation Metric: Send regional architecture to TRF for tracking purposes
Frequency: Every 5 to 10 years

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

FY2020 Q2 (December—February)

_____ Develop TSMO case studies based on successful projects with mobility and safety improvements.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group & TRF
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Every 2 years

_____ Initiate development of TSMO newsletter to update district staff on TSMO activities, best practices, and next steps.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Quarterly

_____ Develop and facilitate training for all agency employees and stakeholder to engage them in the TSMO program. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Hold training for all agency employees
Frequency: Every 1 year

_____ Develop and facilitate training on the TSMO project development checklist. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Connections Liaison
Oversight: TSMO Coordinator
Evaluation Metric: Hold training for project managers and other agency employees
Frequency: Bi-annually

FY 2020 Q3 (March—May)

_____ Review Austin District Program Plan for updates and revisions.

Reference: AUS Program Plan 8.1.4

Task Lead: TSMO Coordinator
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Send revised Austin District program plan to TRF for tracking purposes
Frequency: Every 1 year

_____ Complete TMS Status Report with updated data.

Reference: AUS Program Plan 8.2.4

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Send TMS Status Report to TRF
Frequency: Bi-annually

_____ Track TSMO performance measures: district travel time reliability and implementation plan status.

Reference: AUS Program Plan 8.3.2

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Provide update in TMS Status Report and Annual TSMO Report
Frequency: Every 1 year

_____ Initiate development of TSMO newsletter to update district staff on TSMO activities, best practices, and next steps.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Quarterly

_____ Develop annual TSMO report.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Every 1 year

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

FY 2020 Q4 (June—August)

_____ Develop budget for District resource needs based on positions identified in Austin District TSMO Program Plan.

Reference: AUS Program Plan 8.1.3

Task Lead: TSMO Coordinator
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Send budget to TRF for TSMO tracking purposes
Frequency: Every 2 years

_____ Initiate development of TSMO newsletter to update district staff on TSMO activities, best practices, and next steps.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Quarterly

_____ Develop and facilitate training on the TSMO project development checklist. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Connections Liaison
Oversight: TSMO Coordinator
Evaluation Metric: Hold training for project managers and other agency employees
Frequency: Bi-annually

_____ Acquire two additional Maintenance Technicians to support construction of ITS projects.

Reference: AUS Program Plan 8.5.1

Task Lead: TSMO Connections Liaison
Oversight: TSMO Transportation Systems and Technical Services Liaison
Evaluation Metric: Hire full time employee
Frequency: Once

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

FY 2021 Q1 (September—November)

_____ Complete TMS Status report with updated data.

Reference: AUS Program Plan 8.2.4

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Send TMS Status Report to TRF
Frequency: Bi-annually

_____ Initiate development of TSMO newsletter to update district staff on TSMO activities, best practices, and next steps.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Quarterly

_____ Engage multi-disciplinary team to review value engineering studies.

Reference: AUS Program Plan 8.7.1

Task Lead: TSMO Regional Stakeholder Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide update of progress at Regional TSMO Meeting
Frequency: As needed

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

FY 2021 Q2 (December—February)

_____ Initiate development of TSMO newsletter to update district staff on TSMO activities, best practices, and next steps.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Quarterly

_____ Develop and facilitate training for all agency employees and stakeholder to engage them in the TSMO program. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Hold training for all agency employees
Frequency: Every 1 year

_____ Develop and facilitate training on the TSMO project development checklist. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Connections Liaison
Oversight: TSMO Coordinator
Evaluation Metric: Hold training for project managers and other agency employees
Frequency: Bi-annually

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

FY 2021 Q3 (March—May)

_____ Review Austin District Program Plan for updates and revisions.

Reference: AUS Program Plan 8.1.4

Task Lead: TSMO Coordinator
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Send revised Austin District program plan to TRF for tracking purposes
Frequency: Every 1 year

_____ Complete TMS Status Report with updated data.

Reference: AUS Program Plan 8.2.4

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Send TMS Status Report to TRF
Frequency: Bi-annually

_____ Track TSMO performance measures: district travel time reliability and implementation plan status.

Reference: AUS Program Plan 8.3.2

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Provide update in TMS Status Report and Annual TSMO Report
Frequency: Every 1 year

_____ Initiate development of TSMO newsletter to update district staff on TSMO activities, best practices, and next steps.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Quarterly

_____ Develop annual TSMO report.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Every 1 year

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly

FY 2021 Q4 (June—August)

_____ Reassess CMM and update program plan and tactical plans as necessary.

Reference: AUS Program Plan 8.1.4

Tool: AASHTO CMM Assessment

Task Lead: TSMO Coordinator
Oversight: TSMO Champion
Evaluation Metric: Hold CMM assessment workshop and distribute results to Austin District
Frequency: Every 5 years

_____ Initiate development of TSMO newsletter to update district staff on TSMO activities, best practices, and next steps.

Reference: AUS Program Plan 8.6.1

Task Lead: TSMO Connections Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Distribute to Austin District staff and TRF
Frequency: Quarterly

_____ Develop and facilitate training on the TSMO project development checklist. Training can be completed in-person and/or via webinar.

Reference: AUS Program Plan 8.5.5

Task Lead: TSMO Connections Liaison
Oversight: TSMO Coordinator
Evaluation Metric: Hold training for project managers and other agency employees
Frequency: Bi-annually

_____ Track CAMPO's call for projects and provide input for setting the selection criteria.

Reference: AUS Program Plan 8.1.2

Task Lead: TSMO Planning Liaison
Oversight: TxDOT Austin District TSMO Working Group
Evaluation Metric: Provide input for selection criteria
Frequency: Quarterly