CRC Traffic Forecasting Task Force - Work Process Diagram

**Identify Stakeholders and Initiate Outreach**
- Identified stakeholders include Office of Planning; FHWA; OES; OPD; OMR (Pavement Design); Traffic Operations; Bridge; Road Design; Districts; Consultants; and Local Governments (that use GDOT process).
- Organize stakeholders into groups (Core Team)
  - Group 1: OES and Traffic Operations
  - Group 2: OMR and Bridge
  - Group 3: Districts and Road Design
  - Group 4: Planning (TM to handle)
  - Group 5: Consultants (through CRC)
  - Group 6: FHWA (separate session)
- Schedule/conduct group meetings with stakeholders to obtain comments/issues (JC and Core Team)
- Send E-Mail to CRC Committee Chairs requesting comments on traffic forecasting process (JC to coordinate with T. Crochet)
- Send individual e-mails to traffic forecasting firms requesting comments (AE)

**Continue Outreach on Issues and Compile Results**
- Core Team Meeting – May 4, 2015 – Begin Synthesis Process
- Continue holding meetings with stakeholder groups (JC and Core Group)
- Attend May 19, 2015 CRC Meeting to present work flow process (JC and KK)
- Compile raw results of issue identification and distribute to Core Group for review (KL)
- Develop on-line survey to prioritize issues (GSP & all)

**Synthesize Results/Evaluate Potential Solutions**
- Hold Task Force Meeting - early June 2015
- Refine synthesis and identify key themes, recommended solutions/actions (Core Team and Traffic Forecasting Task Force)
- Identify opportunities to update/streamline Chapter 13 document and make writing assignments (Core Team)
- Summarize on-line survey results (if conducted)
- Begin preparing feedback to participants

**Develop and Distribute Draft Revised Chapter 13 and Related Deliverables**
- Hold Task Force Meeting – mid-July 2015
- Finalize documents summarizing results of outreach to participating groups
- Continue producing draft deliverables and circulate them for review (Core Team to draft and Task Force to review)

**Receive Feedback on Draft Revised Chapter 13 and Related Deliverables**
- Distribute draft deliverables to Task Force and CRC Subcommittees for comments
- Compile comments and incorporate changes, if needed (Core Team and Task Force)
- Circulate final version of deliverables to Task Force and CRC Committees (Core Team)
- Finalize "roll-out" plan for new guidance

**Finalize Deliverables and Implement Recommendations**
- Hold Task Force Meeting – after Labor Day Holiday to review final products and celebrate completion of project
- Post final revised Chapter 13 and related deliverables on GDOT website
- Schedule/hold "Lunch and Learns" on new traffic forecasting process in Oct/Nov 2015
- Post FAQ guidance on GDOT website
- Publicize availability of new materials on traffic forecasting procedure (i.e. CRC e-mail blast, info to Districts, info to various GDOT offices, etc.)

**Timeline**
- **APRIL 2015**
- **MAY 2015**
- **JUNE 2015**
- **JULY 2015**
- **AUG 2015**
- **SEPT 2015**