



OREGON MODELING STEERING COMMITTEE

TRAVEL SURVEY SUBCOMMITTEE

Charter

Initiated: 6/20/2018 **Updated:** 9/22/2020 **Exec Committee Approval:** 9/22/2020

Subcommittee Chair: Chris Johnson, Metro

Members: See [Subcommittee Roster](#)

Purpose: This subcommittee is tasked with developing strategies for collection of travel behavior data needed for travel modeling at city, regional and statewide levels. The subcommittee will serve as a central forum for inter-agency coordination during survey planning and implementation, providing the OMSC with recommendations regarding survey design and deployment, agency participation, survey management, contractor selection, and survey findings.

Subcommittee Work Plan:

Task or Deliverable	Task Leader	Estimated Delivery Schedule
Obtain information on recent strategies used in other states	Chris Johnson, Metro	January 2019 (Complete)
Identify funding for initial scoping phase	Subcommittee	June 2019 (Complete)
Draft RFP	Chris Johnson, Metro	June 2019 (Complete)
Issue RFP	Kelly Clarke, LCOG	Fall 2020
Select survey contractor	Subcommittee	Fall 2020
Define agency roles, responsibilities, and coordination protocols for the survey process	Chris Johnson, Metro (in coordination with survey contractor and subcommittee)	TBD
Prepare schedule of survey activities, to be updated periodically	Chris Johnson, Metro (in coordination with survey contractor and subcommittee)	TBD
Provide periodic status updates for OMPOC during the scoping process	Chris Johnson, Metro	TBD
Identify funding for implementation phase	Participating agencies	TBD
IGA's for survey implementation	Kelly Clarke, LCOG	TBD

OMSC Travel Survey Subcommittee

Subcommittee Charter

Page 2

Conduct survey	Survey contractor, in coordination with subcommittee	TBD
Data cleaning, findings, reports	TBD	Following first wave of data collection
Prepare plan for ongoing survey efforts	TBD	2022

Other Subcommittee Expectations/Responsibilities: Individual subcommittee members are charged with coordinating with their own internal and external stakeholders to identify survey data needs and secure funding.

Anticipated Dissolution Date: TBD (If a more frequent sampling process is adopted in Oregon, this subcommittee may need to continue as a standing committee for ongoing inter-agency coordination.)