

Measure M Five Year Assessment and Equity Report Objectives and Criteria (FY18-22)

The intent of the **Measure M Five Year Comprehensive Assessment and Equity Report** is to evaluate the performance and impact of the overall Measure M program and support the successful delivery of Measure M projects and programs. Key among the steps towards the completion of the Assessment was the development of objectives and criteria that measure Metro's implementation of the Plan in the initial five years (FY18 – FY22).

In addition, as stipulated in the Measure M Guidelines, staff is currently developing the Short Range Transportation Plan (SRTP) and plans to align Board adoption of both reports to ensure that the results of the Assessment are reflected within the SRTP financial forecast.

Key Assessment Objectives

- Assess Metro's performance on the efficiency and effectiveness in delivering Measure M projects and programs
- Identify and evaluate any potential barriers in the delivery of the Expenditure Plan
- Identify and evaluate opportunities for process improvement
- Identify and evaluate best practices to be used going forward
- Identify and evaluate any organizational changes needed to improve coordination

Assessment Areas and Related Performance Criteria

1. Financial Analysis

- Accounting of revenues and expenditures (Fiscal Year 2018-22)
- Whether initial funding assumptions have been achieved, and by what ratio
- Whether funding sources to accomplish the Expenditure Plan have been adequate, by what ratio, and reasoning behind any differences

2. Project Delivery

- Identification of potential risks on project deliveries that may need to be addressed in the Expenditure Plan
- Identification of progress (as of June 30, 2022) of project scope, cost, and schedule related to original projections
- Qualitative evaluation of effectiveness in developing and implementing the projects and programs included in Measure M, based on the above criteria

3. Program Management

- Description of Metro's approach to program management over the past 5-year period
- Whether program progress reporting has been adequate, such as frequency of reporting and topics covered in reporting
- Whether change order reporting has been adequate, such as ratios of different types of change orders, reasons behind change orders, and efforts

- being done to minimize change orders
- Whether staffing/resources have been adequate, in terms of anticipated versus actual workforce utilized on projects, and for both internal and external staff
- Whether the Quality Assurance Program is effective in ensuring the quality expected, and whether it measures up the other agency processes of a similar nature

4. Compliance

- Demonstration of Metro's and subrecipients compliance with the Ordinance

5. Transparency/Accountability/Equity

- Whether reporting to MMITOC has been adequate
- Description of the purpose, functionality, and usefulness of the MMITOC in meeting requirements of the Ordinance
- Whether reporting to Metro Board on MM has been adequate through reports including all items required in the Ordinance
- Whether Public Information has been available with expected regularity and detail, such as posting of agendas, public hearings, annual audit reports, dedicated website
- Whether equity and inclusion objectives have been aligned with other Metro endeavors, such as geographic distribution of services related to EFCs