
VI. ORGANIZATION STRUCTURE

Listed below are the organizations that will be involved with the implementation of the Downtown Olympia/Capitol Campus GTEC. Their roles and responsibilities are described as follows:

A. City of Olympia

The City of Olympia will oversee and provide support to GTEC staff who will coordinate the GTEC program. The City and GTEC staff and partners will be responsible for establishing program goals, working with partnership advisory committee to develop program strategies and services, develop a financial plan and develop an organizational structure.

The City, GTEC staff and partners will be responsible for measuring and reporting progress to the RTPO.

Agency or Organization	Strategy or Service	Projected Date for Completion
City of Olympia	The City will be responsible for overseeing the GTEC staff, providing support services, including financial accounting support, integration with parking management program, permitting and engineering with IT regarding transit, bike and pedestrian infrastructure improvements, changes to development regulations or zoning. The City will be a member of the Partnership Advisory Committee (PAC).	Ongoing, 2008 – July 2011
GTEC Staff	Responsible to PAC and for conducting employer outreach activities, promoting and educating employees about drive alone options and administering special programs that will help affected employers make progress toward meeting their goals. Coordination of the GTEC effort in close collaboration with each of the partners and their staff.	Ongoing, 2008 – July 2011
State of Washington (G.A., Gov. office, WSDOT, CTED)	The State will be members of the PAC. G.A. will continue to be outreach coordinator for the state CTR sites, policy development and alternative mode infrastructure improvements. WSDOT will be a partner in survey work; fund the GTEC efforts (2007-2009 legislative funding); work to establish other supportive strategies including a statewide marketing program template and a statewide recognition program for GTEC efforts. CTED will be GMA advisor.	Ongoing, 2008 – July 2011
Olympia Downtown Association	A PAC partner, advisor and support to GTEC staff for outreach to business, especially small business.	Ongoing, 2008 – July 2011
Intercity Transit	A PAC partner and coordinator of ride match services; partner with the City of Olympia regarding transit infrastructure installation; administrator of transit service and improvements.	Ongoing, 2008 – July 2011
TRPC	A PAC partner, and support to GTEC staff as CTR lead agency staff for Thurston County including outreach, survey (with WSDOT), focus group organization, and reporting	Ongoing, 2008 – July 2011

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