

On Monday, April 10, each Lead Agency contact will receive a URL link to their region's public transportation inventory data collection instrument. This web page form will include a geographic service area "check-list" for your region. If you have not yet provided your region's desired check-list, please send the list of counties and key cities to Jeffrey Arndt at [j-arndt@tamu.edu](mailto:j-arndt@tamu.edu), and your region's form will be updated. If you do not provide your region's checklist, the form will include an open text box to permit providers to describe their service area.

In addition to the URL link, you will also receive instructions to help your region's providers complete the web page form. Please provide the instructions to your region's providers and ask that they complete their inventory by May 1.

TxDOT has agreed to host a video conference (VTC) on Thursday, April 13 from 3:30 to 5:00 p.m. to permit TTI to review the inventory instrument with Lead Agency staff. While the inventory instrument directs providers to TTI with questions, it is still likely that Lead Agency staff will receive questions as well. The VTC is being offered to enable Lead Agency staff to respond to most question.

The VTC will be available at all TxDOT districts EXCEPT Abilene and Dallas. If you or any of your staff want to attend the VTC, it is essential that you contact your TxDOT district in advance. You will be informed of the location of the VTC and how to obtain a visitor's badge.

If you have any questions, please contact Jeffrey Arndt with TTI at 713-686-2971.