

Tahoe Basin Project Work Plan

Tahoe Prosperity Center Tahoe Basin Project - Work Plan Years 1 & 2

Key - Task and Project Responsibilities

	Project Manager	
	Broadband development consultant	
	GIS analyst	
	Civil Engineer	

Tahoe Basin Project Activities	Year 1				Year 2				Deliverables and Performance Measures
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	

Activity 1: Broadband Infrastructure Expansion - Last Mile

Activity 1a – Continue to work with the CPUC staff, if needed, to research and respond to open questions on first two CASF applications										TBP is a resource to the CPUC while it conducts its evaluation of the currently submitted CASF Infrastructure grants

Activity 1b – continue to actively pursue solutions for delivering high speed internet services to Meeks Bay/Rubicon and Kingswood West.

a. Identify solutions and recruit a partner for two Kingswood West and Rubicon/Meeks Bay.										An ISP is recruited for each of the two un/underserved areas: Rubicon/Meeks Bay and Kingswood West
b. Support the application process if CASF Infrastructure funding is sought										Two CASF Infrastructure Grants are submitted to the CPUC, or another source of funding is secured.
c. Support application through the CPUC evaluation process										TBP is a resource to the CPUC while it conducts its evaluation of any submitted CASF Infrastructure grants

Activity 1c - continue to explore potential solutions for other un/underserved neighborhoods, as time and opportunities permit										No specific deliverable, just an effort to address other un/underserved neighborhoods, as time and opportunities permit
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Activity 2: Facilitate Improved Middle Mile Services

Activity 2a – Facilitate the development and adoption of an Universal Dig Once Policy for the Lake Tahoe Basin

a. Convene all relevant stakeholders for initial input and discussion on a Dig Once Policy										Representation from all the relevant jurisdictions and agencies are invited and the majority attend a Dig Once Summit
b. Form subcommittee to take input from meeting participants and create a first draft policy										Subcommittee is formed during the Summit and a draft policy is created for the group to review, including input on "typicals" from the Civil Engineer
c. Reconvene larger group to gain final input										Input is taken and consensus reached on a final draft policy by the larger group
d. Finalize policy and work with each entity to get policy adopted within their organization										TBP Project Manager, assisted by the BB consultant when needed, works with each participant organization to get the Dig Once Policy adopted

e	Explore the possibility of having the Tahoe Regional Planning Agency be the implementer of the policy through their permitting process.									Work with the TRPA Executive Director to determine if the TRPA can be the implementer of the Dig Once Policy.
Activity 2b – Inventory and map all upcoming infrastructure projects and evaluate their potential for undergrounding utilities and conduit placement										
a	Work with the same Dig Once organizations to determine the future infrastructure projects currently or soon to be in the pipeline									List of all known bike, road and other infrastructure projects are inventoried
b	Map the projects and analyze them for the potential to underground utilities and/or place conduit for the open access fiber ring									Mapping of all projects is complete and prioritization of projects most conducive to undergrounding utilities and middle mile open access conduit is determined
Activity 2c – Work with lead agencies on implementing the Dig Once Policy for those projects determined conducive to undergrounding utilities and placement of conduit										
										As soon as infrastructure projects are identified in 2b above, work with lead agency to put Dig Once into affect.
Activity 3: Facilitate Expansion of Cell Service										
a	Facilitate the completion of the feasibility analysis by the USFS and other public landowners									Work with all Cell/Tower Companies and public land owners to finalize the analysis and come to determination for each request cell site
b	Report out results individually to Cell/Tower companies									Each Cell/Tower Company will apprised of the results of the analysis and the options available to them.
c	Facilitate co-location discussion with the Cell/Tower companies to determine process for deciding the lead agency for each authorized communication site									Process will be developed and lead agencies decided for each communication site identified by the USFS.
d	Host “Navigating the Permit Process” industry meeting									An Industry Meeting is hosted by the TPC for the USFS and TRPA to give a tutorial on the best practices for Navigating the Permit Process
Activity 4: TPC Oversight and administration										