

TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Mississippi Department of Transportation

INSTRUCTIONS:

Project Managers and/or research project investigators should complete a quarterly progress report for each calendar quarter during which the projects are active. Please provide a project schedule status of the research activities tied to each task that is defined in the proposal; a percentage completion of each task; a concise discussion (2 or 3 sentences) of the current status, including accomplishments and problems encountered, if any. List all tasks, even if no work was done during this period.

Transportation Pooled Fund Program Project # <i>(i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))</i> TPF-5(390)	Transportation Pooled Fund Program - Report Period: <input type="checkbox"/> Quarter 1 (January 1 – March 31) <input type="checkbox"/> Quarter 2 (April 1 – June 30) <input type="checkbox"/> Quarter 3 (July 1 – September 30) <input checked="" type="checkbox"/> Quarter 4 (October 1 – December 31)	
Project Title: Institute for Trade and Transportation Studies (ITTS)		
Name of Project Manager(s):	Phone Number:	E-Mail
Lead Agency Project ID: 2019 ITTS IDIQ Master Contract	Other Project ID (i.e., contract #):	Project Start Date: 12/6/2018
Original Project End Date: 12/6/2023	Current Project End Date: 12/6/2023	Number of Extensions: 0

Project schedule status:

- On schedule
 On revised schedule
 Ahead of schedule
 Behind schedule

Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$636,800.00	\$365.26	

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date

Project Description:

The purpose of ITTS is to support member states in developing their competitive advantages to capture trade opportunities and economic benefits through improved transportation planning, investments, collaboration, and operations.

ITTS provides the following services towards achieving its purpose.

- Provide a platform for regional collaboration
- Inform members of current and anticipated freight trends
- Develop effective freight planning tools for member states
- Identify and nurture close and collaborative working relationships with relevant federal and state agencies, associations, academic institutions, and private sector firms, to keep abreast of developments in freight planning and trade, and to enhance the outcomes of work on common interests
- Assist member state DOTs to integrate freight planning into their core business procedures
- Partner with other organizations, including, but not limited to, public agencies, private firms, multi-state coalitions, and industry associations, to advance freight planning through research and collaboration

Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):**Meetings**

- ITTS Monthly Status/Technical Advisory Committee Meetings

Work Plan Status/Progress

- FFY2020 Work Plan Execution – Coordination with the Technical Advisory Committee/steering committees /consultants/MDOT Consultant Services Unit included the following
 - Project #2 – ITTS Website Update
 - Continued work assignment contract initiation
 - Project #3 – Freight Investment Performance Metrics
 - Continued work assignment contract initiation

Anticipated work next quarter:**Meetings**

- ITTS Monthly Status/Technical Advisory Committee Meetings
- FFY2020 Work Plan Project #2 – ITTS Website Update Project Meetings
- FFY2020 Work Plan Project #3 – Freight Investment Performance Metrics Project Meetings

Work Plan Activities

- FFY2020 Work Plan Execution & Administration – Continue coordination with the Technical Advisory Committee/steering committees/consultants/MDOT Consultant Services Unit as follow
 - Project #2 – ITTS Website Update
 - Complete work assignment contract initiation
 - Initiate project task(s) accordingly
 - Project #3 – Freight Investment Performance Metrics
 - Complete work assignment contract initiation
 - Initiate project task(s) accordingly

Significant Results:

Work Plan Activity/Project Deliverables

- In Progress

Circumstance affecting project or budget. (Please describe any challenges encountered or anticipated that might affect the completion of the project within the time, scope and fiscal constraints set forth in the agreement, along with recommended solutions to those problems).

- FFY2020 Work Plan Project Initiations
 - Project #2 – ITTS Website Update
 - Work assignment contract initiation required more time than anticipated due to ongoing work flow/activity
 - Project #3 – Freight Investment Performance Metrics
 - Work assignment contract initiation required more time than anticipated due to ongoing work flow/activity

Potential Implementation: