TRANSPORTATION POOLED FUND PROGRAM
QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Washington State 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.e, SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX)* TPF-5(494)	**Transportation Pooled Fund Program - Report Period:** ☐ Quarter 1 (January 1 – March 31) ☑ Quarter 2 (April 1 – June 30) ☐ Quarter 3 (July 1 – September 30) ☐ Quarter 4 (October 1 – December 31)	
Project Title: Western States Rural Transportation Consortium (WSRTC) (Phase 2)		
Name of Project Manager(s): Tony Leingang	**Phone Number:** 360-709-8002	**E-Mail** Tony.Leingang@wsdot.wa.gov
Lead Agency Project ID: TPF5494	**Other Project ID (i.e., contract #):** N/A	**Project Start Date:** January 31, 2022
Original Project End Date: March 31, 2027	**Current Project End Date:** March 31, 2027	**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
$235,000.00	$53,173.10	22.63%

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
	$53,173.10	22.63%

Project Description:

The Western States Rural Transportation Consortium (WSRTC) was established with the following mission, vision and goals:

Mission
The WSRTC shall provide a collaborative mechanism to leverage research activities in a coordinated manner to respond to rural transportation issues among western states related to Technology, Operations and Safety.

Vision
The WSRTC shall promote innovative partnerships, technologies and educational opportunities to facilitate and enhance safe, seamless rural travel throughout the western United States.

Goals
• Provide a framework to leverage research and promote collaboration in solving rural transportation issues.
• To leverage research resources related to rural issues concerning technology, operations and safety.
• Provide technology solutions in the form of technology transfer to rural areas and training on a regular basis.
• Recycle and reuse existing research, applying its results to rural issues.
• Development of a rural western states integrated corridor management system to improve seamless, coordinated and safe transportation to the public.

Project work is assigned via task order, and 2 task orders have been executed in phase 2 of the pooled fund through the end of this quarter:

WTI Phase 2, Task Order #1 - WSRTC Meeting Coordination, Western States Forum Travel Support and Website

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

WTI Phase 2, Task Order #1 - WSRTC Meeting Coordination, Western States Forum Travel Support and Website Maintenance

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Task 1: Project Management

An amendment to the original scope of work was prepared, submitted, and approved – the original scope included tasks 1 and 2; the amendment added tasks 3 and 4. The Annual Meeting was held at the end of the quarter in conjunction with the Western States Forum. The project team prepared and distributed meeting materials and coordinated logistics. Minutes for the meeting were recorded. Travel support was coordinated, registrations and lodging reservations made, and reimbursement requests were received, processed, and disbursed.

Correspondence concerning upcoming meetings and conferences was conducted. A balance spreadsheet of project expenditures was updated.

Task 2: Western States Forum Support

The 18th Annual Forum was held June 13-15, 2023, in Yreka, California, at the Best Western Miner's Inn. During the quarter, draft presentations were reviewed, and feedback provided to speakers. Registration continued along with planning for logistics. An agenda was established, a presentation preview site developed, and notebook materials

Anticipated work next quarter:

WTI Phase 2 Task Order 2: WSRTC Meeting Coordination, Western States Forum, Website Maintenance

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July – September 2023

Task 1: Project Management

Minutes from the Annual Meeting will be compiled, sent for review, and posted to the Consortium website, along with a report from the meeting. The WSRTC fact sheet will be updated. A balance spreadsheet will also be updated.

WSRTC participation in the NRITS / ITE meeting will be facilitated. Travel support will be coordinated, and reimbursements received, processed, and disbursed.

Task 2: Western States Forum Support

Evaluations will be compiled. The Steering Committee will review the planning and operation of the 2023 Forum, as well as comments and feedback. Any remaining travel support reimbursements will be received, processed, and disbursed.

The Forum and WSRTC websites will be further updated with a report about the 2023 Forum, including compliant versions of the presentations and images from the event. The impact page will also be updated as needed. A draft of the final report will be sent for review and then finalized.

Arrangements for the 2024 event will be started, including setting the date, securing the convention facility, and hiring the

Significant Results:

The annual WSRTC meeting was held June 13, 2023.

The 18th Annual Western States Rural Transportation Technology Implementers Forum was held June 13-15, 2023.

An amendment to the original scope of work was approved.

Eleven travel reimbursements were disbursed along with additional travel support (e.g., lodging only).

Work commenced on the Chain-Up Delay Tracking and Estimation project, and data collection was initiated.

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).

N/A

Potential Implementation:

Tech Transfer and prospective implementation is anticipated from round-table discussions and affiliation with the Western States Forum.

Chain-Up Delay Tracking and Estimation is planned for ongoing research and development and subsequent implementation.