TRANSPORTATION POOLED FUND PROGRAM
QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Washington State Department of Transportation
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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
$634,994.00	$452,103.38	71.20%

***Quarterly* Project Statistics:**

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
	$113,618.63	71.20%

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 3 task orders have been executed in phase 2 of the pooled fund through the end of this quarter:

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

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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
Project management discussions were held including Western States Forum operations, budgeting and cost reporting, future task orders, travel reimbursements, and related forms, policy and procedures. A No Cost Time Extension was prepared and executed to extend the project work through the end of the next quarter to cover the 19th Annual Western States Forum and related contracts. Minutes from the annual meeting were posted. A balance spreadsheet of project expenditures was updated.

Task 2: Western States Forum Support
Planning for the 2024 Western States Forum was in full swing during this quarter. Abstracts were selected in the first month of the quarter. First drafts were reviewed, and feedback sent to speakers in March.
Registration materials were prepared and distributed including print and electronic versions of a brochure and the online registration site on the Eventbrite platform. The contact list was updated and prepared for bulk mailing. The print brochure and formal cover letter were printed, prepared for mailing, and mailed directly from a local printing company which saved significant preparation time and effort as well as postage costs. Registration opened in the middle of March.
Catering contracts were finalized. Meeting facilities and a lodging block were confirmed at the Best Western Miner's Inn. Travel support for speakers and WSRTC members was coordinated. The contact list was updated as was the Forum website.

Anticipated work next quarter:

WTI Phase 2 Task Order 2: WSRTC Meeting Coordination, Western States Forum, Website Maintenance
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Task 1: Project Management
This task order will conclude at the end of this quarter. Project management discussions will be held including preparing for the end of the task and executing future task orders within the Pooled Fund. A balance spreadsheet of expenditures will be updated along with a plan for the task's conclusion.
WSRTC participation in the Western States Forum and the NRITS / ITE meetings will be facilitated.
The annual meeting will be held near the end of the quarter. Meeting logistics will be coordinated, and materials prepared. Early in the quarter, the next task order for the Western States Forum, meeting coordination, and website maintenance will be executed.

Task 2: Western States Forum Support
Preparations will continue for the Forum with the event scheduled for June 18-20, 2024. Second and final drafts of technical presentations will be reviewed, and feedback sent to speakers. An agenda and schedule of events will be developed. Participant notebooks and marketing support items will be prepared and ordered. Catering will be secured. Travel support will be facilitated.

Task 3: Meeting Planning and Coordination
The WSRTC annual meeting will be held at the start of the 19th annual Western States Forum. The project team will organize logistics and prepare and distribute meeting materials. An announcement about the meeting will be posted to the WSRTC's website prior to the meeting and a report will be posted after the meeting concludes.
Travel support and participation in the Western States Forum and the NRITS/ITE meetings will be coordinated.

Task 4: Website Content and Maintenance ⊞

Significant Results:
MSU:
Abstracts were selected for the 2024 Western States Forum.
First drafts of Western States Forum presentations were reviewed.
Registration opened for the 19th annual Western States Forum.
Several project updates were prepared and posted on the Consortium's website. The Forum website was updated with current Forum information.
A No Cost Time Extension was prepared and executed.

Montana Tech:
Work continued on the Chain-Up Delay Tracking and Estimation project, and data collection continued overlapping with some bad weather and and several chain-up events at Fawndale. Additional sites were brought online by Caltrans. Access was tested and data was downloaded for subsequent analysis. Travel time estimation was tested and associated delay was observed in conjunction with know chain-up events.

UC Davis:
The key achievement for Q3-24 was the continued operator flights, and the support for DOT discussions of required DOT training and certification for use of Fotokite systems.

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).

Winter was mild this year in Northern California. As a result, there have been relatively few chain-up events at Fawndale. The situation will be monitored in conjunction with the Chain-Up Delay Estimation project.

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.