**TRANSPORTATION POOLED FUND PROGRAM**

**QUARTERLY PROGRESS REPORT**

Lead Agency (FHWA or State DOT): \_\_\_\_\_\_FHWA\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**INSTRUCTIONS:**

*Lead Agency contacts 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.*

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| **Transportation Pooled Fund Program Project #**  *TPF-5(447)* | | **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) | |
| **TPF Study Number and Title:**  TPF-5(447) Traffic Control Devices Pooled Fund Study | | | |
| **Lead Agency Contact:**  Laura Mero, FHWA | **Lead Agency Phone Number:**  (202) 493-3377 | | **Lead Agency E-Mail**  Laura.Mero@dot.gov |
| **Lead Agency Project ID:**  TPF-5(447) | **Other Project ID (i.e., contract #):** | | **Project Start Date:**  February 12, 2020 |
| **Original Project Start Date:**  October 1, 2002 | **Original Project End Date:**  N/A Continuing Effort | | **If Extension has been requested, updated project End Date:** |

Project schedule status:

🗷 On schedule □ On revised schedule □ Ahead of schedule □ Behind schedule

Overall Project Statistics:

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| **Total Project Budget** | **Total Funds Expended**  **This Quarter** | **Percentage of Work**  **Completed to Date** |
| Values indicate total commitments  2016 – $325,000  2017 – $375,000  2018 – $290,000  2019 – $335,000  2020 – $335,000  2021 – $405,000  2022 – $440,000  2023 - $395,000 | Ongoing Project (N/A) | Ongoing Project (N/A) |

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| **Project Description**:  The purpose of the TCD PFS is to assemble a consortium composed of regional, State, local entities, appropriate organizations and the FHWA to 1) establish a systematic procedure to select, test, and evaluate approaches to novel TCD concepts as well as incorporation of results into the MUTCD; 2) select novel TCD approaches to test and evaluate; 3) determine methods of evaluation for novel TCD approaches; 4) initiate and monitor projects intended to address evaluation of the novel TCDs; 5) disseminate results; and 6) assist MUTCD incorporation and implementation of results. |

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| **Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):** Traffic Control Devices Pooled Fund Study Technical Support  * Attended bi-weekly meetings with the TOCOR to discuss the status of the action items and activities under the task order (4/11/2024, 5/1/2024, 5/9/2024, 5/23/2023, 6/10/2024, and 6/20/2024). * Provided monthly progress reports to the TOCOR. * Submitted draft Q1 report to TOCOR, revised based on TOCOR comments, and uploaded to TPF website. * Scheduled a strategy session and emailed TCD PFS members for volunteers to participate in the strategy session. Discussed new approach for the strategy sessions with the TOCOR and TCD PFS Chair. Held the strategy session on 6/11/2024 and shared the strategy session notes with the TOCOR. * Updated the contact list as appropriate and requested changes to email list and Teams. Sent welcome emails to new representatives or members. Announced new representatives at the Q2 virtual meeting. Emailed the Teams Lunch & Learn recording to members and uploaded to Teams. Uploaded the TCD PFS member map and Q2 meeting agenda to Teams. Held discussions with the TOCOR pertaining to issues with the email distribution list (i.e., certain members not receiving emails) and Teams (i.e., access issues). * Polled the TCD PFS members on availability for the Q2 meeting, scheduled the Q2 meeting, prepared the meeting agenda, and facilitated the meeting (6/17/2024). Submitted the draft Q2 meeting minutes to the TOCOR on 6/28/2024. * Finalized the cost estimates for the potential Annual Meeting locations (Northern Virginia and Boise, Idaho), discussed cost estimates with the TOCOR, identified a suitable meeting location, and secured a letter of intent for the selected hotel. Updated the Annual Meeting calendar appointment with the hotel information and meeting agenda. Emailed the TCD PFS members with meeting information including next steps for booking airfare and hotel accommodations. Continued general planning for the Annual Meeting in coordination with the TOCOR including the TFHRC tour, transportation to/from the tour, and the welcome gathering. Began booking airfare for Annual Meeting attendees. * Worked on additional action items related to the project selection process. * Uploaded the Q1 report to the website. * Updated the Outreach Plan to reflect the status of next steps and flagged other items on which to focus next.   **Pedestrian Signing at Unsignalized Crossings**  Frisco Data Collection   * Reduced the driver yielding data collected for the two test signs at the four sites. * Began reducing the 1-min counts associated with each staged pedestrian crossing for all sites and all periods. * The research team collected 40 rather than 60 staged pedestrian crossing goal at TX-04 for the stop test sign. The start of an international soccer tournament appeared to influence driver and pedestrian behavior therefore the team discontinued data collection. The research team has reviewed the findings including the 1-min counts for the crossings at that site. The research team has concluded that the available crossings are sufficient; therefore, a supplementary trip to Frisco to collect additional data is not needed. The data collection efforts for this project are now complete.   Federal Way Data Collection   * Completed planning efforts in preparation to collect the field data the week of 5/5/24. * Held virtual meeting with TTI, City of Federal Way, and King County to discuss details regarding the planned data collection. * Collected the field data at both sites during the week of 5/5/24. Collected driver yielding data for the baseline and two test signs at the two sites. Because of the cooperation of the weather, the research team was able to collect data at both sites for a second baseline condition. * Reduced the driver yielding data collected for all signs and periods. Began reducing the 1-min counts associated with each staged pedestrian crossing for all sites and all periods. * The City of Federal Way collected traffic volume and speed data during some of the research team’s data collection. The city collected the data using a device installed on the roadway (so that it should not have affected driver behavior) and provided the data to the research team.   Other Items   * Held bi-weekly meetings with the TOCOR to discuss the activities within the project. * Developed quarterly progress reports. Submitted reports on 4/1/24 and 6/25/24. * Prepared for and provided status update on the project at the TCD PFS Quarter 2 meeting on 6/17/24.   **Evaluation of Advisory Exit and Ramp Speed Signs**   * Held bi-weekly meetings with the TOCOR to discuss project activities. * Submitted revisions to the Technical Brief on 4/23/2024 and 5/6/2024 based on the Round 1 and Round 2 technical edits, respectively, and submitted revised alt text files (4/25/2024). Responded to the “final comments” version of the Technical Brief and confirmed that the file was ready to send to layout (5/29/2024). Reviewed the Technical Brief layout and provided feedback (6/28/2024), including additional revisions to the alt text.   **Comprehension and Legibility of Selected Symbol Signs Phase V**   * Held bi-weekly meetings with the TOCOR to discuss project activities. * Reviewed and addressed comments received from the TCD PFS members on the draft list of sign alternatives. Discussed proposed changes to sign alternatives with the TOCOR. Sent revised list of sign alternatives to the   TCD PFS members and continued follow-up discussions with the members and the TOCOR as needed.   * Provided a project update at the TCD PFS Q2 virtual meeting (6/17/2024) and obtained additional feedback from members on unresolved questions (i.e., member preference for sign alternatives to include in select sign   categories). Adjusted the sign categories and draft methodology based on feedback received at the Q2 meeting.   * Conducted a power analysis to determine participant sample size. Developed and submitted the draft work plan   to the TOCOR on 6/21/2024. |
| **Anticipated work next quarter**: Traffic Control Devices Pooled Fund Study Technical Support  * Continue holding bi-weekly meetings to discuss the status of the task order and will prepare the list of Action   Items and Activities prior to each meeting.   * Continue providing monthly progress reports. * Submit the draft Q2 progress report and post the approved Q2 progress report to the website. Discuss timeline for the next Strategy Session and schedule the session. * Continue to maintain and/or upload documents (as appropriate) to the contact list, email group, and Microsoft   Teams private team. Finish updating the tracking spreadsheet on Teams for final reports and technical briefs completed under the TCD PFS. Upload an updated contact list to the TCD PFS Teams page.   * Finalize the Q2 meeting minutes based on FHWA comments. Email the Q2 meeting minutes to members and upload to Teams. * Complete travel arrangements for Annual Meeting attendees, as appropriate. Finalize appropriate bookings and plans for the TFHRC tour, transportation for members to/from the tour, and welcome event. Make additional preparations for the Annual Meeting (e.g., ensure A/V needs, print name tents, etc.) and facilitate the Annual Meeting. * Continue work on additional action items related to the project selection process. * Initiate new focus items from the Outreach Plan. Support FHWA with outreach or other tasks as needed and identified by the TOCOR.   **Pedestrian Signing at Unsignalized Crossings**   * Continue reducing field data from Frisco and Federal Way, including gathering the 1-min vehicle volume for each staged pedestrian crossing. * Conduct analysis of field data. Begin interpretation of findings. * Begin documentation of study. * Participate in meetings, for example, bi-weekly meetings with FHWA, meeting with panel (if scheduled), meetings with City of Frisco or Federal Way (if needed), and other groups as requested. Prepare for next PFS meeting (anticipated for September 2024).   **Evaluation of Advisory Exit and Ramp Speed Signs**   * Hold bi-weekly meetings with the TOCOR to discuss project activities. * Provide additional support and revisions, as needed, during the layout process. Send final, published, Technical Brief to TCD PFS members and upload to TPF website and PFS Teams page.   **Comprehension and Legibility of Selected Symbol Signs Phase V**   * Hold bi-weekly meetings with the TOCOR to discuss project activities. * Revise and finalize the Work Plan based on comments received from FHWA and TCD PFS members. * Create signs based on approved Work Plan and submit the finalized list of sign alternatives for each sign   category.   * Initiate other tasks to prepare for the study (e.g., identify and/or develop appropriate background images, prepare the IRB application, etc.) |

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| **Significant Results:**  None at this time. |
| **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).**  None at this time. |

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| **Potential Implementation:**  All results from the Traffic Control Devices Pooled Fund Study are considered by FHWA for inclusion in subsequent MUTCD versions and interim approvals. |