

TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Lead Agency: Utah 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 # TPF-5(526)		Transportation Pooled Fund Program - Report Period: <input type="checkbox"/> Quarter 1 (January 1 – March 31, 2024) <input type="checkbox"/> Quarter 2 (April 1 – June 30, 2024) <input checked="" type="checkbox"/> Quarter 3 (July 1 – September 30, 2024) <input type="checkbox"/> Quarter 4 (October 1 – December 31, 2024)	
Project Title: Western Transportation Research Consortium			
Name of Project Manager(s): David Stevens, Cameron Kergaye	Phone Number: 801-589-8340	E-Mail davidstevens@utah.gov	
Lead Agency Project ID: FINET 42115, ePM PIN 21525 UDOT PIC No. PL05.526	Other Project ID (i.e., contract #): 1 st UDOT Contract No. 25-8222 (Administrative Coordinator Svcs)	Project Start Date: November 8, 2023 (TPF study #) August 23, 2024 (1 st contract)	
Original Project End Date: September 30, 2026 (pooled fund)	Current Project End Date: February 28, 2026 (1 st contract SOW) September 30, 2026 (pooled fund)	Number of Extensions:	

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
Total commitments = \$645,000.00 Current obligated funds = \$390,000.00 1 st contract amount = \$204,592.62 Fund balance not on contract = \$183,743.73	\$0.00 (from 1 st contract) \$1,663.65 (contract management)	0%

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
0% (1 st contract)	\$0.00 (1 st contract)	32% (project)

Project Description:

AASHTO RAC Region IV presents this transportation pool funded initiative to conduct strategic research and foster collaboration among member states. Its purpose is to pool the financial, professional, and academic resources of the region to develop improved methods of dealing with common problems in the planning, design, construction, maintenance, management and operation of transportation systems. The consortium will gather DOT research and innovation professionals, virtually or in-person, to prioritize transportation needs and allocate resources. It will also address high priority transportation research topics of common interest to RAC IV states. The lead state will manage contracted services and adhere to the consortium charter.

Benefits of the partnership include:

- Regional collaboration on common problems will allow participants to more effectively use its resources.
- Collaboration will provide an effective way to focus resources on the Region's transportation research priorities.
- The program will provide an additional way to leverage research and technology transfer funding of the state DOTs.
- The program will provide a means to define, support and share technology of mutual interest.
- The program will provide a method for Peer Exchange support.
- The partnership will develop a longer-range plan of collaboration (strategic plan).
- A focused program will help promote interest in transportation related fields by researchers and students within the research institutions in the region.

The program is intended to supplement, not to replace, ongoing state, federal, and university research activities and other national programs such as the National Cooperative Highway Research Program. It is intended to reduce duplication of research and provide means for better communication of on-going research activities in the state research programs.

UDOT intends to hire a firm or university as the Administrative Coordinator consultant (currently CTC & Associates) for the consortium and a number of firms or universities as Research consultants for specific studies, all through qualifications-based selection using a series of Solicitations (Requests for Qualifications). The technical advisory committee (TAC) for the study currently includes representatives from UT, AK, CA, CO, ID, MT, ND, NE, NM, NV, OK, TX, WA, and WY state DOTs and an FHWA technical liaison.

Partner states in the consortium are encouraged to transfer their 2024 and 2025 funding commitments to UDOT. The Y560 program funds are preferred for the SPR funding transfers.

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

Contracts – UDOT completed contract negotiation and execution with CTC & Associates for the consortium Administrative Coordinator services.

Tasks –

The following tasks and general descriptions were established in the WTRC Administrative Coordinator Services contract with CTC & Associates:

1. Coordinate SME Activities. Coordinate activities to stimulate research among the WTRC member state DOTs' subject matter expert groups.
2. Manage Research Projects. Manage the procedural and administrative requirements of research projects.
3. Advisory/Technical Committees. Provide all services necessary to manage the administrative and functional activities of UDOT, the WTRC Advisory Committee and the research technical committees.
 - This is the main task that we worked on this quarter. Preliminary plans were made for the first annual, in-person WTRC Advisory Committee meeting and peer exchange in Salt Lake City, Utah. The selected meeting dates are Nov. 19-20, 2024. A contract was established with a conference hotel, and a travel memo and a draft agenda were shared with the WTRC partner agencies.
4. Technology Transfer. Provide assistance with all technology transfer and communication activities.
5. Contract Administration. Conduct administrative work, such as budgeting and overall program planning.

Meetings – Cameron Kergaye of UDOT discussed consortium setup progress in the AASHTO RAC Region IV meeting at the AASHTO RAC Summer Meeting in Columbus, Ohio in July. In August we held a virtual meeting with TAC members to help select dates and themes for the first in-person consortium meeting and peer exchange.

Anticipated work next quarter:

Tasks – We will continue planning for the November peer exchange, including travel logistics, refining the agenda, confirming the “hosting” states (likely Utah, Nevada, and North Dakota), sharing presentation expectations with all invited participants, and preparing content for the peer exchange. CTC & Associates will prepare a draft WTRC Operating Procedures document for review by UDOT and the consortium members. CTC & Associates will also create and launch a working draft WTRC website as a place to share November 2024 meeting information and materials with WTRC members. Access to this site will be members-only pending member review and discussion.

Meetings – A few planning meetings will be held with UDOT, CTC & Associates, and others in preparation for the peer exchange. We’ll hold the first annual WTRC in-person meeting and peer exchange on Nov. 19-20, 2024, in Salt Lake City, Utah.

Contracts – No changes or new contracts are anticipated this quarter.

Significant Results:

None yet.

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.

Potential Implementation: