**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.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Transportation Pooled Fund Program Project #**  *TPF-5(447)* | | **Transportation Pooled Fund Program - Report Period:**  ýQuarter 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:

|  |  |  |
| --- | --- | --- |
| **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) |

|  |
| --- |
| **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. |

|  |
| --- |
| **Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):** Traffic Control Devices Pooled Fund Study Technical Support  * Attended bi-weekly meeting with the TOCOR to discuss the status of the action items and activities under the task order (3/27/2025). * Provided monthly progress reports to the TOCOR. * Distributed the Q1 quarterly meeting agenda and facilitated the Q1 meeting. * Shared the TCD PFS feedback questionnaire. Created slides to summarize results and presented the findings at Q1 quarterly meeting. Created a follow-up questionnaire and distributed to members. * Updated the contact list as appropriate and requested changes to email list and Teams. Sent welcome emails to new representatives or members.   **Pedestrian Signing at Unsignalized Crossings**   * Addressed another round of comments on the Draft Technical Brief and provided the following files on 3/3/25:   + PedSignTechBrief(03-03-25).   + 508 Captions(03-03-25). * Reached out to City of Federal Way and City of Frisco asking them to submit an email to close their Request to Experiment.   + Federal Way has submitted their request to close and received an acceptance response from FHWA.   + Reached out a 2nd time to Frisco to encourage them to submit their request to close. * Participated in bi-weekly meetings with FHWA.   **Comprehension and Legibility of Selected Symbol Signs Phase V**   * Attended bi-weekly meetings with the TOCOR to discuss project activities. * Submitted an IRB Amendment to account for additional staff and reduced participant payments. * Continued working to acquire additional licenses for the data collection software. * Coordinated with the TOCOR regarding the federal travel ban and adjusted data collection procedures accordingly (including canceling travel of the mobile lab and staff travel to Pennsylvania for data collection and instead   acquiring an office space rental for data collection). Shipped the mobile lab computer to Philadelphia  and prepared the office space for data collection.   * Began recruiting, scheduling, and running participants for the study in Pennsylvania and Virginia. * Trained additional research assistants in the study protocols and procedures.   **Evaluation of Pavement Markings in Merge Areas**   * Attended bi-weekly meetings with the TOCOR to discuss project activities. * Submitted Draft Work Plan to TOCOR. * Attended TCD PFS Quarterly meeting to provide updates on the project status and to ask clarifying questions to members regarding feedback received on the Draft Work Plan. * Addressed and incorporated received feedback in the Final Work Plan. * Submitted the Final Work Plan to the TOCOR. |
| **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. Create draft schedule for the new option year.   * Continue providing monthly progress reports. * Review results of the follow-up PFS feedback questionnaire. Identify any potential Charter revisions based on member feedback. * Draft meeting minutes for the Q1 quarterly meeting and submit to the TOCOR. Finalize minutes and distribute to the PFS members. * Submit the draft Q1 progress report and post the approved Q1 progress report to the website. * Continue to maintain and/or upload documents (as appropriate) to the contact list, email group, and Microsoft   Teams and keep track of internal position changes.   * Poll members on their availability for the 2025 Q2 meeting, schedule and facilitate the Q2 meeting. Draft and finalize the Q2 meeting minutes. * Continue planning for the 2025 Annual Meeting.   **Pedestrian Signing at Unsignalized Crossings**   * Respond to comments on the revised Technical Brief and 508 captions, when received, and resubmit. * Participate in meetings, for example, bi-weekly meetings with FHWA and as needed with other groups, such as City of Frisco and City of Federal Way.   **Comprehension and Legibility of Selected Symbol Signs Phase V**   * Attend bi-weekly meetings with the TOCOR to discuss project activities. * Continue recruiting participants and collecting data.   **Evaluation of Pavement Markings in Merge Areas**   * Attend bi-weekly meetings with the TOCOR to discuss project activities. * Address additional comments received, if any, on the final Work Plan. * Begin implementing the Work Plan upon TOCOR approval. * Begin development of the simulated roadway scenarios for the laboratory study. |

|  |
| --- |
| **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. |

|  |
| --- |
| **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. |