

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 checked="" type="checkbox"/> Quarter 1 (January 1 – March 31, 2025) <input type="checkbox"/> Quarter 2 (April 1 – June 30, 2025) <input type="checkbox"/> Quarter 3 (July 1 – September 30, 2025) <input type="checkbox"/> Quarter 4 (October 1 – December 31, 2025)	
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: 1 mod	

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 = \$700,000.00 Current obligated funds = \$540,000.00 1 st contract amount = \$293,768.63 Fund balance not on contract = \$244,513.65	\$79,381.52 (from 1 st contract) \$1,717.72 (contract management)	27% (1 st contract)

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
23% (1 st contract)	\$67,707.84 (1 st contract)	48% (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 their 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, SD, TX, WA, and WY state DOTs and an FHWA technical liaison.

Partner states in the consortium are encouraged to transfer their 2025 funding commitments to UDOT in early Federal FY 2025. 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 – CTC & Associates drafted and submitted a contract amendment for the consortium Administrative Coordinator services. The amendment added funds to cover the costs for the May 2025 peer exchange and meeting, as well as a new contract activity, Conduct Preliminary Investigations and Synthesis Studies, and associated labor hours.

Tasks

Progress is shown by task; these tasks and general descriptions were previously 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.
 - CTC & Associates developed a WTRC Research Idea – 2025 Submission Form and sent to members for completion. CTC & Associates compiled the results into an online ballot for members to vote on idea submissions and began collecting and compiling responses.
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.
 - CTC & Associates completed and published the final report for the November 2024 WTRC peer exchange. CTC & Associates began planning for the next in-person WTRC meeting and peer

exchange taking place from May 20-22, 2025 in Austin, Texas. Planning activities included working with peer exchange co-hosts Nebraska, Texas and Wyoming to select peer exchange themes, developing a draft agenda and travel memo, and researching and securing a hotel for guest rooms and meeting space.

- WTRC website – CTC & Associates updated the WTRC website at westerntrc.org. A May WTRC meeting page and meeting materials were posted. CTC & Associates posted the 2025 research idea submission form and a list of submitted ideas on the WTRC member SharePoint page to support members balloting.
- 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.
 - CTC & Associates reached out to members to finalize their FFY25 transfers to UDOT.

Meetings – A peer exchange planning meeting was held with UDOT, Nebraska, Texas, Wyoming, and CTC & Associates on January 30, 2025. A follow-up check-in meeting was held with UDOT and CTC & Associates on February 12, 2025. A TAC meeting was held on February 24, 2025 to discuss the May 2025 meeting and peer exchange, the 2025 research submission form and process, and the SME surveys.

Anticipated work next quarter:

Tasks – CTC & Associates will complete the planning for the May 20-22, 2025 WTRC meeting and peer exchange taking place in Austin, Texas. Planning activities will include finalizing the agenda, sharing presentation expectations with invited participants, and finalizing travel and meeting logistics. CTC & Associates will facilitate and document the meeting and peer exchange. Follow up activities will include posting meeting materials on the WTRC website, finalizing and distributing meeting notes, drafting a peer exchange final report and assisting with attendee reimbursements. The 2025 Research Ideas votes will be tallied and sent to members prior to the May meeting and peer exchange; based on voting results, CTC & Associates will facilitate 2025 project selection, additional scoping, and next steps for research initiation. Based on top areas identified in the initial balloting, CTC & Associates will undertake further work to engage SMEs at member states. Finally, CTC & Associates will reach out to members who need to transfer their FFY25 funds to Utah.

Meetings – A planning meeting will be held with UDOT, CTC & Associates on April 22 in preparation for the next WTRC meeting and peer exchange taking place from May 20-22, 2025 in Austin, TX. An additional planning meeting will be held with UDOT, CTC & Associates, and the peer exchange hosts states of TX, NE and WY.

Significant Results:

- The peer exchange cohost states identified three mutually-agreeable topics for the May 2025 peer exchange: managing research success, pooled fund management, and regional research.
- Members from nine member states developed and submitted 16 research ideas for 2025. These projects address 11 of the 13 topic areas listed on the submission form (environmental, hydraulics, maintenance, materials, pavements, planning, roadways, safety, structures, technology, and traffic) as well as two others (procurement and innovation). In addition, two different pairs of states collaborated to develop and submit two of the 16 ideas.

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: