

TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Mississippi 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 # <i>(i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))</i> TPF-5(390)	Transportation Pooled Fund Program - Report Period: <input type="checkbox"/> Quarter 1 (January 1 – March 31) <input type="checkbox"/> Quarter 2 (April 1 – June 30) <input type="checkbox"/> Quarter 3 (July 1 – September 30) <input checked="" type="checkbox"/> Quarter 4 (October 1 – December 31)	
Project Title: Institute for Trade and Transportation Studies (ITTS)		
Name of Project Manager(s):	Phone Number:	E-Mail
Lead Agency Project ID: 2019 ITTS IDIQ Master Contract	Other Project ID (i.e., contract #):	Project Start Date: 12/6/2018
Original Project End Date: 12/6/2023	Current Project End Date: 6/30/2025	Number of Extensions: 2

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
\$1,990,000.00	\$1,628,394.03	

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date

Project Description:

The purpose of ITTS is to support member states in developing their competitive advantages to capture trade opportunities and economic benefits through improved transportation planning, investments, collaboration, and operations.

ITTS provides the following services towards achieving its purpose.

- Provide a platform for regional collaboration
- Inform members of current and anticipated freight trends
- Develop effective freight planning tools for member states
- Identify and nurture close and collaborative working relationships with relevant federal and state agencies, associations, academic institutions, and private sector firms, to keep abreast of developments in freight planning and trade, and to enhance the outcomes of work on common interests
- Assist member state DOTs to integrate freight planning into their core business procedures
- Partner with other organizations, including, but not limited to, public agencies, private firms, multi-state coalitions, and industry associations, to advance freight planning through research and collaboration

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

- ITTS Monthly Status/Technical Advisory Committee Meetings
- FFY2022-2023 Work Plan Project #1 – LATTs/SETTS Update Phase II – Project Meetings
- FFY2024 Work Plan Project #1 – 2024 Freight Conference – Coordination Calls
- FFY2024 Work Plan Project #3 – STIP Freight Planning Integration – Project Meetings

Work Plan Status/Progress

- FFY2022-2023 Work Plan Administration – Coordination with the Technical Advisory Committee/sub and steering committees/consultants as follow
 - Project #1 – LATTs/SETTS Update Phase II
 - Completed final report and materials task
- FFY2024 Work Plan Administration – Coordination with the Technical Advisory Committee/sub and steering committees/consultants as follow
 - Project #1 – 2024 Freight Conference – Coordination between the ITTS Conference Planning Committee and the Mid-America Freight Coalition (MAFC) for a joint 2024 conference included the following
 - Completed conference financial review and website update
 - Project #3 – STIP Freight Planning Integration
 - Completed case studies development task
 - Completed final deliverables task

Anticipated work next quarter:***Meetings***

- ITTS Monthly Status/Technical Advisory Committee Meetings
- FFY2024 Work Plan Project #6 – 2025 Virtual Freight Conference – Coordination Calls

Work Plan Activities

- FFY2024 Work Plan Administration – Continue coordination with the Technical Advisory Committee/ sub-committee as follow
 - Project #6 – 2025 Virtual Freight Conference – Initiate coordination with the ITTS Conference Planning Committee to include the following
 - Conference time, platform, registration
 - Sessions planning
 - Speakers outreach

Significant Results:**Work Plan Activity/Project Deliverables**

- FFY2022-2023 Work Plan Project #1 – LATTS/SETTS Update Phase II
 - Completed Final Report and Executive Summary
- FFY2024 Work Plan Project #1 – 2024 Freight Conference
 - Completed conference materials update on ITTS website
- FFY2024 Work Plan Project #3 – STIP Freight Planning Integration
 - Completed Final Playbook and Interactive Tool Deliverables

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).

An extension was requested and approved to ensure sufficient time to finalize project closeouts and pooled fund finances.

Potential Implementation: