**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(554)* | **Transportation Pooled Fund Program - Report Period:**□Quarter 1 (January 1 – March 31)ýQuarter 2 (April 1 – June 30)□Quarter 3 (July 1 – September 30)□Quarter 4 (October 1 – December 31) |
| **TPF Study Number and Title:**TPF-5(554) 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(554) | **Other Project ID (i.e., contract #):** | **Project Start Date:**February 27, 2025 |
| **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 commitments2016 – $325,0002017 – $375,0002018 – $290,0002019 – $335,000 2020 – $335,000 2021 – $405,0002022 – $440,0002023 - $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 (4/10/2025, 4/22/2025, 5/8/2025, 5/22/2025, 6/6/2025, and 6/26/2025).
* Provided monthly progress reports to the TOCOR.
* Held internal strategy session on 5/8/2025 and shared results from the follow-up TCD PFS feedback questionnaire with members.
* Submitted the draft Quarterly Report for Q1. Revised the quarterly report based on feedback from the TOCOR and uploaded the final Q1 Quarterly Report to the PFS website.
* Drafted and finalized the meeting minutes for the Q1 meeting and shared the final minutes with the PFS members. Uploaded the Q1 agenda and meeting minutes to the TCD PFS Teams page.
* Polled PFS members on their availability for the Q2 quarterly meeting. Scheduled the Q2 quarterly meeting and sent a calendar appointment to members.
* Distributed the Q2 quarterly meeting agenda and facilitated the Q2 quarterly meeting. Drafted and finalized the meeting minutes for the Qs meeting and shared the final minutes with the PFS members. Uploaded the Qs agenda and meeting minutes to the TCD PFS Teams page.
* Updated the contact list as appropriate and requested changes to email list and Teams. Sent welcome emails to new representatives or members.
* Discussed planning of the Annual Meeting.
* Discussed the Chair nominations process with members at the Q2 quarterly meeting and emailed members with relevant information including a timeline for Chair nominations and voting, and instructions for submitting Chair nominations. Emailed Chair nominees to determine their interest in the role.

**Pedestrian Signing at Unsignalized Crossings*** For the Technical Brief, the research team addressed comments on the 508 captions and submitted a revised file on 4/29/25. Addressed other comments when received.
* Reached out to City of Frisco asking them to submit an email to close their Request to Experiment. City of Frisco has submitted their request to close and received an acceptance response from FHWA.
* Developed and submitted summary reports for the pooled fund study quarterly progress report. One report reflected 1/1/25 to 2/26/25 and the other report reflected 2/27/25 to 3/32/25. The two reports were developed to recognize that the new pooled fund study began on 2/27/25. Developed the quarterly progress report for April to June.
* Participated in monthly meeting with FHWA.

**Comprehension and Legibility of Selected Symbol Signs Phase V*** Continued recruiting, scheduling, and running participants for the study in Pennsylvania and Virginia.
* Began recruiting, scheduling and running virtual participants.
* Reached out to PFS members to discuss the challenges in recruiting CMV drivers and request assistance in

identifying potential outreach efforts.* Complete data collection on 5/14/2025.
* Began cleaning, coding, and analyzing data.

**Evaluation of Pavement Markings in Merge Areas*** Attended bi-weekly meetings with the TOCOR to discuss project activities.
* Completed literature and state-of-practice reviews.
* Provided additional revisions (as requested by the TOCOR) on the Work Plan and received approval on the

final Work Plan.* Began developing visualizations for the laboratory study. Submitted draft visualizations to the TOCOR for review

by FHWA and TCD PFS members.  |
| **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.
* 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. * Continue planning for the 2025 Annual Meeting including finalizing and distributing the agenda.
* Coordinate travel for the Annual Meeting, facilitate the Annual Meeting, and begin drafting minutes.
* Continue facilitating the Chair nominations process.
* Identify potential Charter revisions based on the TCD PFS feedback questionnaire and draft Charter addendum, as appropriate.

**Pedestrian Signing at Unsignalized Crossings*** Respond to comments on the revised Technical Brief, when received, and resubmit.
* Participate in meetings, for example, monthly 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 coding and analyzing data.
* Draft the technical report.
* Present project results to the TCD PFS members.

**Evaluation of Pavement Markings in Merge Areas*** Attend bi-weekly meetings with the TOCOR to discuss project activities.
* Finalize visualizations for the laboratory study and receive final approval from the TOCOR.
* Submit an IRB application and receive IRB approval for the laboratory study.
* Demonstrate the protocols for the laboratory study to the TOCOR.
* Conduct pilot testing for the laboratory study and make any changes to the study protocol, if needed.
* Initiate data collection 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. |