TPF-5(181) QUARTERLY REPORT
July 1, 2010 – September 30, 2010

This Quarter's Accomplishments

Following are the tasks as listed in the contract, and the contractor's activities related to the tasks:

Task 1 – Convert RPMD into a Web-Based System

- 1a-1) Task Work Plan
    - Conducted planning and coordination for follow-on Pooled Fund State meetings
    - Participated in additional meetings to discuss use cases, requirements, and data model design
    - Submitted new draft Task Work Plan for review
    - Discussed changes to the Task Work Plan and assisted with rebaselining the schedule
    - Assisted with incorporating Caltrans IT into the project as the lead developers of the database
    - Maintained the meeting plan schedule for SMEs
    - Continued developing the requirements specifications for the initial development module of the RPMD.

- 1a-2) Requirements Specification
    - Continued to partner with the Process Lead to plan for and initiate SME requirements and design meetings/workshops
    - Conducted pre-planning sessions and develop materials for SME meetings
    - Attended/ facilitated multiple SME meetings to discuss inputs, outputs, reports and initial analysis
    - Drafted initial use cases and draft process maps
    - Created draft Data Model with results from SME meetings
    - Initiated technical specification meetings – standards, design principles, etc.
    - Assisted with coordinating the Pooled Fund State meeting(s)
    - Maintained the requirements log and action log

- 1a-3) Testing, Verification and Deployment Plan
    - Deferred to Testing Phase
- 1b) Convert RPMD to Web-Enables Environment
    - Not yet started

Task 2 – Identify and Implement Caltrans-Specific Upgrades, Modifications and Enhancements for the New Web-Based RPMD System

- 2a-1) Provide support for FileMaker RPMD

- o Provided general technical and functional support to OMS and other RPMD users
- o Met with OMS to confirm requirements and demo prototype for conversion to EFIS Chart of Accounts (COA).
- o Completed the development, testing, and implementation of COA changes in RPMD, excluding the Doc ID
- o Implemented additional changes to the AWP Report
- o Completed the development, testing, and implementation of the End of Year Report, along with small requested changes over subsequent weeks

- 2a-2) through 2d)
  - o Not yet started

Task 3 – Identify and Implement WSDOT-specific Upgrades, Modifications, and Enhancements for the Existing FileMaker-based RPMD System

- Providing post-implementation support, as needed

Task 4: Develop Transportation Pooled Fund (TPF) Module for the New Web-based RPMD System

- Not yet started

Task 5: Develop Cooperative Research Projects Module for the New Web-based RPMD System

- Not yet started

Next Quarter Deliverables

Following are the upcoming activities planned by the contractor during the next quarter:

- Provide ongoing project management support for the project

Task 1 – Convert RPMD into a Web-Based System

- Maintain meeting plan schedule for SME meetings
- Assist with continued rebaselining exercises
- Continue SME meetings to discuss database design and functions
- Document results of SME meetings in requirements log and use case format
- Submit first modules of Requirements Specifications for review by DRI and execution by Caltrans IT.
- Continue to document the use cases
- Continue technical specification discussions
- Coordinate the Pooled Fund State meeting(s)

Task 2 – Identify and Implement Caltrans-Specific Upgrades, Modifications and Enhancements for the New Web-Based RPMD System

- Provide general technical and functional support to OMS and other RPMD users
- Meet with OMS to confirm Doc ID requirements and data

- Migrate the Doc ID data into RPMD

Task 3 – Identify and Implement WSDOT-specific Upgrades, Modifications, and Enhancements for the Existing FileMaker-based RPMD System

- Providing post-implementation support, as needed

Task 4: Develop Transportation Pooled Fund (TPF) Module for the New Web-based RPMD System

- No planned action

Task 5: Develop Cooperative Research Projects Module for the New Web-based RPMD System

- No planned action

NOTE: All tasks and deliverable are on schedule and on track.