

## TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Missouri 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.*

<b>Transportation Pooled Fund Program Project #</b> <i>(i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))</i> TPF-5(237)	<b>Transportation Pooled Fund Program - Report Period:</b> <input checked="" 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 type="checkbox"/> Quarter 4 (October 4 – December 31)	
<b>Project Title:</b> Transportation Library Connectivity and Development		
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<b>Lead Agency Project ID:</b> TRyy1127	<b>Other Project ID (i.e., contract #):</b>	<b>Project Start Date:</b> 4/1/11
<b>Original Project End Date:</b> 9/30/13	<b>Current Project End Date:</b> 9/30/13	<b>Number of Extensions:</b> 0

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	Total Percentage of Work Completed
\$419,037	\$30,654	6%

Quarterly Project Statistics:

Total Project Expenses This Quarter	Total Amount of Funds Expended This Quarter	Percentage of Work Completed This Quarter
\$2,625	\$2,625	100%

## **PROJECT DESCRIPTION:**

Traditionally, a small group of libraries have been responsible for providing information service within the transportation community. Yet, today a vast amount of industry information is not collected or posted to the internet without a management plan. Recognizing this, a national effort has been made over the past five years to advocate for the development of improved library and information centers.

Unfortunately, stakeholders have been hampered by time and funding constraints. To overcome these constraints, this Transportation Pooled Fund (TPF) supports and evaluates collaborative library development. It also enhances existing efforts to develop a national transportation information infrastructure using Transportation Knowledge Networks (TKNs). Library services can be supported locally, but collaboration allows for shared problem solving, resources as well as potential time and cost savings through best practices, defrayed costs and collective purchasing power.

## **PROGRESS THIS QUARTER (meetings, work plan status, contract status, significant progress, etc.):**

- An RFP was drafted and posted for the Transportation Library Connectivity and Development pooled fund project. The Technical Advisory Committee selected HS InFocus, LLC as the contractor.
- The lead agency and HS InFocus created a 1 ½ year work plan which was approved by the TAC.
- A formal research agreement was also signed by the lead agency and HS InFocus.
- HS InFocus prepared for an April 1, 2011 start date.
- HS InFocus facilitated a teleconference on March 31, 2011.
- A statistics committee was formed to collect metrics on library services.
- OCLC pricing for 2011-2013 was obtained from the FEDLINK account representative and federal government library subscription rates were locked in.
- Preliminary discussions about the project website were held with pooled fund member University of Wisconsin-Madison CFIRE to move the TPF-5(105) project domain and files to the University's server, where the new project web site will reside. Platform options were discussed.

## **ANTICIPATED WORK NEXT QUARTER:**

- Schedule quarterly meetings for the remainder of FFY2011 and select topics/presenters.
- Register members and book travel and accommodations for the Special Libraries Association annual conference (Philadelphia, PA, June 11-15, 2011); provide travel support letters upon request.
- Present at the SLA GTRIC Roundtable on June 12, 2011
- Work with University of Wisconsin-Madison CFIRE to move the TPF-5(105) project domain and files to the University's server, where the new project web site will reside. Select platform, have files and domain moved to University of Wisconsin-Madison, begin developing project website at [www.libraryconnectivity.org](http://www.libraryconnectivity.org)
- Provide technical support to member libraries.
- A Statistics Committee teleconference will take place next quarter
- Attend regional TKN teleconferences and NTL-AASHTO sponsored Transportation Librarians Roundtables.
- Begin working on an outreach/marketing plan in cooperation with NTL and the regional TKNs.
- Coordinate invoice collection and payment for member OCLC subscriptions.
- Arrange an annual meeting (September) while possibly supporting a 2011 National Transportation Knowledge Network (NTKN) Meeting.
- Begin the collection of member library statistics.
- Solicit and select special information projects throughout the transportation information community.
- Continue outreach and marketing to prospective pooled fund members.
- Participate in North Carolina DOT library peer exchange.
- Member per diem projects will be planned and started next quarter.
- Plan and facilitate June 28 quarterly TAC teleconference.

## **SIGNIFIGANT RESULTS:**

The first quarter has been a successful start to TPF-5(237). Much of the work has been in preparation for achieving objectives that will make a significant impact in member libraries and agencies, as well as the transportation community as a whole. The work plan is a focused set of objectives that aim to provide tangible benefits on the local, regional and national levels through cooperation and coordination with the regional TKNs, the National Transportation Library and other pooled fund partners such as AASHTO, TRB and FHWA. As the work formally started on 4/1/11, the first quarter has been short but productive. The most significant results have been in the following areas.

*Networking and Connectivity:* Regular and formalized communication through teleconferencing and listserv discussion has facilitated communication and idea exchange between study partners. Increased collaboration through attendance at regional TKN teleconferences has increased the communication between the pooled fund members and TKNs.

*Technical Assistance:* Library technical assistance is on-demand and ongoing for member libraries, alleviating the burden on solo librarians to investigate and resolve technical issues (cataloging assistance, digitization consultation, etc.)

**CIRCUMSTANCES AFFECTING BUDGET (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):**

The project is on schedule and within budget.