

State Planning and Research Program Quarterly Report

PROJECT TITLE: 2011 Clear Roads Administration and Information Services

OBJECTIVES: Clear Roads is a pooled fund research project aimed at rigorous testing of winter maintenance materials, equipment and methods for use by highway maintenance crews. The Clear Roads Technical Advisory Committee contracted with CTC & Associates LLC to perform the administrative functions associated with maintaining the pooled fund project as well as information services that support technology transfer. This report summarizes activities conducted under this contract over the last three months.

PERIOD COVERED: July through September 2011

PARTICIPATING AGENCIES: Minnesota Department of Transportation

PROJECT MANAGER: Debra Fick

SP&R PROJECT NO:
96037

PROJECT IS:

LEAD AGENCY: Mn/DOT

Planning
 Research & Development

PRINCIPAL INVESTIGATOR:
CTC & Associates LLC

ANNUAL BUDGET:
\$61,726

PROJECT EXPENDITURES TO DATE: \$59,837.25

WORK COMPLETED:

TAC Meetings

- Continued planning for the face-to-face meeting of the Clear Roads Technical Advisory Committee in St. Paul, Minnesota, which was rescheduled for October 25-27, 2011. Planning included communication with TAC members, meeting logistics and agenda development.
- Began planning for a face-to-face meeting of the Clear Roads Technical Advisory Committee on March 20-22, 2011 in Salt Lake City, Utah.
- Coordinated with members of AASHTO, Aurora and PNS to support the 2011 Winter Maintenance Peer Exchange, which was held in Bozeman, Montana, September 19-23, 2011. Attended the meeting on behalf of Clear Roads and drafted presentations and materials for use by Clear Roads members.

Administration and Marketing

- Updated the Clear Roads website with current TAC members, project status and meeting information.
- Maintained and updated commitment, obligation, and overall budget information for the pooled fund in coordination with WisDOT and MnDOT.
- Supported efforts of TAC members in recruiting new members and talking about Clear Roads at conferences.

Information Services

- Researched and wrote content for the winter maintenance news published in August.
- Finalized and posted the results of the 2010-11 product experience survey on the Clear Roads website.
- Distributed Clear Roads updates (final reports, RFPs, newsletters, etc.) to the Clear Roads distribution list using Constant Contact.

Research Support

New projects

- Supported MnDOT's RFP process for 6 research projects selected by the TAC for funding in January.

Research in progress

- Development of a Training Video for Deicer Testing: Coordinated with the project subcommittee and principle investigator for final editing and deliverables.

- Plug and Play Initiative: Coordinated with the project subcommittee to continue refining the GPS/AVL and material spreader specifications.
- Coordinated with the newly selected PIs to commence the True Costs of Snow and Ice Control and Weather Mapping projects.

SUMMARY OF ACTIVITIES EXPECTED TO BE PERFORMED NEXT QUARTER:

- Research, write and publish the November Winter Maintenance E-News.
- Develop the 2011-2012 Product Experience Survey.
- Continue planning for a face-to-face meeting of the Clear Roads Technical Advisory Committee on March 20-22, 2011 in Salt Lake City, Utah: travel logistics, agenda, etc.
- Continue to coordinate and support the RFP development and evaluation process for the Improving Snowplow Design project.
- Continue to coordinate with investigators and the Clear Roads subcommittees on projects in progress. Distribute interim and final deliverables.
- Write a two-page brief for the recently completed research project to create a deicing video.
- Maintain the Clear Roads website and budget.
- Support processing of investigator invoices.
- Solicit problem statements for 2012 research project selection.

STATUS AND COMPLETION DATE:

Activities under this contract are progressing at a faster rate than estimated in the scope of work. CTC will draft an amendment for TAC review. The current contract expires September 30, 2012. A new contract has been established (October 13, 2011 to September 30, 2012) for CTC continue providing services to Clear Roads.