

State Planning and Research Program Quarterly Report

PROJECT TITLE: 2011-2012 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: October through December 2011

PARTICIPATING AGENCIES: Minnesota Department of Transportation

PROJECT MANAGER: Debra Fick

SP&R PROJECT NO:
96037

PROJECT IS:

LEAD AGENCY: MnDOT

Planning
 Research & Development

PRINCIPAL INVESTIGATOR:
CTC & Associates LLC

ANNUAL BUDGET:
\$92,706

PROJECT EXPENDITURES TO DATE:
\$18,720

WORK COMPLETED:

TAC Meetings

- Coordinated and attended a face-to-face meeting of the Clear Roads Technical Advisory Committee on October 25-27 in St. Paul, Minnesota. This included communication with TAC members, meeting and travel logistics, agenda development and materials preparation.
- Continued planning for a face-to-face meeting of the Clear Roads Technical Advisory Committee on March 27-29, 2012 in Salt Lake City, Utah. Planning includes all preparations for the meeting such as communication with TAC members, meeting logistics, agenda and meeting materials.
- Began planning a meeting to advance the implementation of specifications that will enable “plug & play” technology for winter maintenance equipment that will take place on March 26, 2012.

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 MnDOT.
- Worked with WisDOT to finalize the closeout of TPF-5(092) and the transfer of remaining funds to 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 December.
- Began soliciting ideas for the 2011-2012 Product Experience Survey.
- Distributed Clear Roads updates (final reports, RFPs, newsletters, etc.) to the Clear Roads distribution list using Constant Contact.
- Met with a Clear Roads subcommittee regarding the development and use of social media by Clear Roads.

Research Support

New projects

- Began soliciting research ideas for 2012 research project selection.
- Supported MnDOT's contracting process and TAC member involvement in it for 4 research projects selected by the TAC for funding in 2011:
 - Cost-benefit Analysis Toolkit Phase 2
 - Determining the Toxicity of Deicing Materials
 - Environmental Factors Causing Fatigue in Snowplow Operators
 - Development of a Totally Automated Spreading System – Phase 1
- Coordinated with MnDOT to repost the RFP for the project on Snow Removal at Extreme Temperatures.

Research in progress

- Development of a Training Video for Deicer Testing: Coordinated with the project subcommittee and principle investigator for the final report and deliverables.
- Continued to coordinate with investigators and the Clear Roads subcommittees on the True Costs of Snow and Ice Control and Weather Mapping projects. Distributed interim deliverables.
- Supported the subcommittee working on the implementation of the “plug and play” specifications for mobile data platforms.

SUMMARY OF ACTIVITIES EXPECTED TO BE PERFORMED NEXT QUARTER:

- Research, write and publish the February Winter Maintenance E-News.
- Coordinate the submission of research projects selected for funding in 2012.
- Continue developing and post the 2011-2012 Product Experience Survey.
- Finalize planning for a face-to-face meeting of the Clear Roads Technical Advisory Committee on March 27-29, 2012 in Salt Lake City, Utah: travel logistics, agenda, etc.
- Assist in finalizing plans for a meeting to continue implementation of specifications that will enable “plug & play” technology for winter maintenance equipment.
- Continue to support the RFP evaluation process for Snow Removal at Extreme Temperatures.
- Continue to coordinate and support the scoping, 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.
- Begin planning for the Fall 2012 Clear Roads TAC meeting (conference facilities, travel arrangements, vendor selection, etc.).
- Develop social media websites on behalf of Clear Roads (Facebook, LinkedIn, Twitter, Flickr). Post content on a regular basis and facilitate posting by Clear Roads members.
- Maintain the Clear Roads Web site and budget.
- Distribute DVDs from the project to develop a Deicer Testing Training Video.

STATUS AND COMPLETION DATE:

The current contract expires September 30, 2012. CTC is on track and within budget on all deliverables.