

TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Date: 4/22/2012

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.

Transportation Pooled Fund Program Project # <i>(i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))</i> TPF-5(237)	Transportation Pooled Fund Program - Report Period: <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 1 – December 31)	
Project Title: Transportation Library Connectivity and Development Pooled Fund Study		
Name of Project Manager(s): Maggie Sacco, HS InFocus LLC	Phone Number: 202-657-6650	E-Mail msacco@hsinfocus.com
Lead Agency Project ID: TRyy1127	Other Project ID (i.e., contract #):	Project Start Date: 04/01/2011
Original Project End Date: 09/30/2013	Current Project End Date: 09/30/2013	Number of Extensions: 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	Percentage of Work Completed to Date
\$419,037	\$218,855.21	61%

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$28,966.28	\$28,966.28	55%

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 (includes meetings, work plan status, contract status, significant progress, etc.):

- FFY2012 annual meeting planning began this quarter. The lead state will host and MoDOT meeting facilities have been secured. Programming, lodging and logistics planning are underway.
- OCLC Cataloging, Resource Sharing and Access subscriptions were paid for New York, California, and North Carolina, Idaho, New Mexico and Ohio.
- A trial subscription to the American Society of Civil Engineers ASCE Library was initiated this quarter. It is set for 1 May-30 June 2012.
- Four special projects progressed this quarter: TKN Web Services (web sites and listservs up and in development), New Acquisitions Awareness Tool (working with NTL and OCLC), Subscription Evaluation and Purchase (Knoval trial evaluation), Return On Investment Study (survey, toolkit development).
- A quarterly TAC meeting was held on 1 January 2012.
- Managed all administrative aspects of the study including four subcontracts.
- Travel arrangements were made and paid for early registration for the Special Libraries Association conference (July 2012) and TRB (January 2012).
- Hosted educational webinar for Cataloger's Desktop and Classification Web on 23 January 2012.
- North Carolina DOT cataloging project began this quarter.
- Managed all aspects of three cataloging projects (Illinois, New Mexico, North Carolina) through monthly statistical reporting and communication with members and subcontractors.
- Nevada DOT joined the study, contractor worked on start up and OCLC subscription options and budget.
- Attended regional TKN, TKN chairs, and TKN Workshop meetings.
- Member library statistics continued to be reported and systematically collected for future projects and reporting.
- Began work with Outreach Committee on a marketing plan for National Library Week.

- Continued TKN Workshop planning committee work as pooled fund representative.

Anticipated work next quarter:

- Administer the ASCE Library trial, provide training and outreach to members.
- Continue development Web site, including project and librarian resources and other pages.
- Continue facilitating and managing selected individual member and group projects, including subcontracts and vendor relations.
- Continue arranging travel for SLA/NTKN attendees.
- Continue annual meeting planning including agenda, speakers, professional development, business meeting and travel.
- Implement OCLC subscriptions for Nevada DOT, continue management of OCLC subscriptions and payment of invoices.
- Develop "opportunities panel session for NTKN workshop to be held 12-13 July 2012.
- Facilitate quarterly TAC teleconference on 4/19/2012.
- Attend all regional TKN meetings, chairs meetings and workshop planning committee meetings.
- Continue with TKN Workshop planning committee work as pooled fund representative.
- Assist with development of NTKN programming for meeting on 19 July 2012.
- Further collaborative opportunities with NTL will be explored.

Significant Results:

Members report great satisfaction with the first two group subscriptions: Library of Congress online cataloging resources: Cataloger's Desktop and Classification Web. These tools are aiding our libraries' increased cataloging efforts by streamlining the creation of bibliographic records which will save time and money, and result in higher quality catalog records.

An ROI assessment toolkit for transportation information services is in development in partnership with the head of the Northwestern University Transportation Library. A user survey was administered and the toolkit is undergoing revisions.

Two regional TKN websites were launched and email lists are up and running; reliable, cost-effective web hosting is in place.

We have partnered with the NTL and have been exploring the mechanics of a new acquisitions awareness tool for increased resource sharing and efficient, coordinated collection development within the transportation library community.

A free two-month trial of the ASCE Library was arranged and group subscription quotes were obtained. The trial will run from 1 May-30 June 2012.

A committee worked on National Library Week a marketing plan and materials to assist libraries with their celebrations.

Subscription access was maintained by pooled fund payments to OCLC, Inc. These subscriptions are indispensable tools for librarians in providing services to department researchers and decision makers.

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).

The project is on schedule and within budget.

Potential Implementation:

- A group subscription is likely to be enacted for the TAC's choice of an online transportation research resource at a consortium discount and within budget. (ASCE Library), with access to all staff at member agencies.
- Two new Web sites for the Eastern and Western TKNs and email lists have been completed and launched.
- OCLC subscriptions will be enacted for Nevada DOT, adding another transportation library to the TLCat group catalog.
- Professional development opportunities will be paid in full by the pooled fund for SLA and the annual meeting.
- Interactive online training will take place for ASCE Library and will be available to all staff at member DOTs and agencies.
- Further collaborative applications and tools will be added to the project Web site.