



Memorandum

Research and Special Programs Administration

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To: Bill Zaccagnino, FHWA
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Cc: Tommy Nantung, Indiana DOT; Lonnie Hendrix, Arizona DOT

From: Rachel Winkeller, Project Manager, USDOT/Volpe Center

Date: May 12, 2004

Subject: Status Report (April 2004)

1. Background

By means of Project Plan Agreement HW-2M, the USDOT's Volpe Center (Volpe) is supporting the Federal Highway Administration (FHWA) and the Pennsylvania Department of Transportation (PENNDOT) in developing a Pennsylvania Transportation Security Plan. The purpose of this report is to document the status of work performed and planned and of the funds used, as well as to register issues that need resolution.

2. Work Performed in Reporting Period (April 2004)

The major tasks completed during April include the following:

- Developed first draft of recommendations for "Good," "Better," and "Best" planning scenarios for a PENNDOT security program;
- Obtained feedback from PENNDOT on draft recommendations;
- Incorporated initial PENNDOT comments into draft recommendations;

- Worked on revising the draft report on *Effective Practices in State DOT Security Planning*;

3. Work Expected in Next Reporting Period (May 2004)

The major tasks expected to be accomplished during May include the following:

- Continue to obtain feedback from PENNDOT and revise recommendations for “Good,” “Better,” and “Best” planning scenarios for a PENNDOT security program;
- Begin writing supporting documentation for recommendations and developing rough order-of-magnitude cost estimates;
- Work with PENNDOT to agree on a format for recommendations;
- Continue work on revising the draft report on *Effective Practices in State DOT Security Planning*.

4. Issues to be Resolved

- An outstanding issue is the format and process for presenting the study results to PENNDOT managers.

5. Financial Information (in thousands)

Below is an accounting of the funds expended as of the end of April.

Category	Funds Expended as of March 04	Current Month	Year To Date	Funds Remaining
Labor/OH	\$71.1	\$27.7	\$98.8	
Travel	13.2	-1.1*	12.1	
Contracts & Other*	44.2	4.9	49.1	
TOTAL	\$128.5	\$31.5	\$160.0	\$129.8

*Credit in travel funds is due to cancellation of a planned trip to PENNDOT.