**HSM Implementation Pooled Fund Study**

**TPF-5(255)**

**Quarterly Report**

**April – June 2015**

**Participating Agencies:** CA, ID, IL, LA, NC, KS, OH, OK, OR, MS, PA, MO, NV, WA, WV, and WI

**Total Funds Committed:** $1,075,000

**Total Funds Transferred to FHWA:** $895,078

**Total Funds Obligated:** $447,797

**Activities Accomplished During Reporting Period (April 1 – June 30, 2015):**

* Web meetings of Pooled-Fund State representatives held 4/29 and 5/1/2015 to select next project(s) to fund. One project was selected: “Model State Policies and Procedures for Use of the HSM.”
* FHWA Lead Contact developed statement of work for “Model State Policies and Procedures for Use of the HSM,” and Pooled-Fund State representatives reviewed. Procurement request for this contracted effort entered FHWA acquisition process on May 19, 2015.
* “Scale and Scope of HSM Implementation in the Project Development Project”:
  + Contractor delivered draft informational guide on 5/4/2015.
  + Pooled-Fund States representatives reviewed and FHWA Lead Contact transmitted compiled review comments to Contractor on 6/5/2015.
  + Contractor presented overview of informational guide during mid-year meeting of TRB Highway Safety Performance Committee to solicit additional input.
  + Contractor began revising the informational guide to address the reviewers’ comments.
* On behalf of TPF-5(255) FHWA Lead Contact reached an understanding with NCHRP staff and AASHTO representatives to ensure Pooled-Fund State representative input on NCHRP 17-71 survey on the HSM.
* FHWA Lead Contact worked with FHWA Office of Acquisitions Management to on a procurement to fund AASHTO to conduct a resource needs assessment, and assist with HSM implementation.
* On behalf of TPF-5(255), FHWA Lead Contact coordinated with NCHRP 17-50 Panel, Staff, and Contractor on Pooled-Fund State representatives’ participation in August 31-September 1 HSM peer exchange.

**Activities Planned for Next Quarter (July 1 – September 30, 2015)**:

* “Scale and Scope of HSM Implementation in the Project Development Project”:
  + Complete revised draft of informational guide and transmit to Pooled-  
    Fund State representatives for review.
  + Complete plan for Contractor’s support in marketing and outreach on the informational guide.
* “Model State Policies and Procedures on Use of the HSM”:
  + Issue RFP and complete technical evaluation of proposals.
  + Award contract for this effort.
* HSM Peer Exchange:
  + Make invitational travel arrangements through FHWA for representatives from 6 Pooled-Fund States that are not also NCHRP 17-50 Lead or Support States to attend Peer Exchange.
  + Participate in Peer Exchange.
* Initiate contracted effort with AASHTO for HSM resource needs assessment and HSM implementation support.
* Hold in-person meeting of Pooled-Fund State representatives on September 1, 2015 in conjunction with HSM Peer Exchange.