

TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

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 type="checkbox"/> Quarter 1 (January 1 – March 31) <input type="checkbox"/> Quarter 2 (April 1 – June 30) <input checked="" 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: Missouri Department of Transportation	Other Project ID (i.e., contract #):	Project Start Date: 04/01/2011	
Original Project End Date: 9/30/2015	Current Project End Date: 9/30/2015	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
\$1,525,285	\$1,523,096	100%

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$89,793	\$89,793	95%

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.):

- KM calendar project:
 - Final coding for design and functionality was completed.
 - Beta test was completed 9/15/15.
 - Final adjustments to functionality were made in response to beta testing.
- Subscriptions to [LibGuides](#) was paid for three years, covering the remainder of 2015 through September 2018.
- OCLC subscriptions, accounts, credits and invoices were paid and members were given transition instructions for the end of the pooled fund.
- Annual meeting was held August 17 and 18, 2015.
 - Project final accounting was reported to members, professional development was provided.
- Facilitated and managed individual member and group projects, including subcontracts and vendor business.
- Cataloging Projects:
 - Cataloging: IL DOT – Completed on time and within budget.
 - NC DOT – Completed on time and within budget.
- TKNs Websites project: Complete. Subcontractor final invoice was paid.
- Contractor executed final report in collaboration with lead state representative.

Anticipated work next quarter:

Significant Results:

- All subscriptions were paid ahead to avoid interruption of access to members.
- KM Calendar made significant progress and will be ready to go live in the next quarter.
- ETKN, WTKN and ConnDOT all have well designed and functional websites.
- US DOT form 1007.17 will potentially see some redesign for ease of use and better consistency and access, and current guidelines for distribution of research reports is being assessed as a result of the pooled fund's project to examine and make recommendations to both.
- Proving Your Library's Value: a Toolkit for Librarians was published to aid librarians in demonstrating value and ROI to managers.
- Marketing brochures were produced for all of the TKNs and the pooled fund, as well as logos and graphics.
- All objectives for professional development were met through quarterly meetings and travel opportunities for members.

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 was completed on schedule and within budget.

Potential Implementation:

The project is complete. Members are in discussions to continue the work in a new pooled fund.