**HSM Implementation Pooled Fund Study**

**TPF-5(255)**

**Quarterly Report**

**October – December 2015**

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

**Total Funds Committed:** $1,135,000

**Total Funds Transferred to FHWA:** $1,015,078

**Total Funds Obligated:** $ 541,556

**Available Unobligated Funds:** $ 473,522

**Activities Accomplished During Reporting Period (October 1 – December 31, 2015):**

* Pooled-fund State representatives participated in a December 14, 2015 virtual meeting to discuss priorities for the next TPF-5(255) funded project.
* “Model State Policies and Procedures for Use of the HSM” Project:
  + Contractor delivered Task 2 memorandum that identified HSM-related language in 42 State policy documents or process/procedures manuals.
  + State representatives and FHWA staff provided comments on the Task 2 Memorandum.
* “Scale and Scope of HSM Implementation in the Project Development Project”:
  + State representatives and FHWA staff delivered comments on the 2nd draft informational guide 10/20/2015.
  + The contractor reviewed the comments and began revisions to address them, including summary tables highlighting scale and scope of safety analysis possible at various stages of project development. State representatives received a briefing on these tables during the December 14, 2015 business meeting and provided additional comments by December 23, 2015.
* It was determined that the NCHRP Project 17-71 contractor could not fully incorporate into their HSM 2nd edition survey questions TPF-5(255) State representatives had suggested on HSM implementation. Alternative means of acquiring information on HSM implementation are being sought.
* AASHTO indicated that it could not enter into an agreement with FHWA to conduct an HSM resource needs assessment to assist with HSM implementation. Alternative means of conducting this assessment are being sought.

**Activities Planned for Next Quarter (January 1 – March 31, 2016)**:

* “Scale and Scope of HSM Implementation in the Project Development Project”:
  + Work on 3rd draft of informational guide.
  + Extend period of performance through September 30, 2016.
* “Model State Policies and Procedures on Use of the HSM”:
  + Complete Task 3 Memorandum recommending noteworthy practices and gaps.
  + Conduct meeting to discuss recommendations with State representatives.
  + Begin work on Task 4 to draft language to fill gaps.
* Hold virtual meetings of TPF-5(255) State representatives to complete discussion of priorities for next funded activity and to provide input to a project to develop a life-cycle benefit cost analysis tool and guide.
* Begin drafting statements of work for next funded activities.