**HSM Implementation Pooled Fund Study**

**TPF-5(255)**

**Quarterly Report**

**January – March 2016**

**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 (January 1 – March 31, 2016):**

* Pooled-fund State representatives participated in a February 5, 2016 virtual quarterly business meeting.
* “Model State Policies and Procedures for Use of the HSM” Project:
  + The Contractor delivered Task 3 memorandum that identified noteworthy examples and gaps in HSM-related language in State policy documents or process/procedures manuals.
  + On February 26, 2016, State representatives and FHWA staff participated in a virtual meeting with the contractor to provide comments on the Task 3 Memorandum.
  + The Contractor delivered a 1st draft of the Task 4 memorandum that recommended “model” language; FHWA staff reviewed and provided comments for the contractor to incorporate into a 2nd draft to be sent to State representatives
* “Scale and Scope of HSM Implementation in the Project Development Project”:
  + FHWA issued a no-cost time extension through October 31, 2016 to accommodate a 3rd draft and review cycle on the project final report.
  + The Contractor worked on the 3rd draft of the final report. The Contractor delivered Chapter 1; FHWA staff reviewed and provided preliminary feedback.
* “Life-Cycle Benefit Cost Analysis Tool”
  + During the February 5, 2016 virtual meeting, State representatives rated this project as a high priority.
  + FHWA staff developed a draft statement of work for this new project identified as a priority by State representatives.
  + On February 17, 2016 State representatives and FHWA staff participated in a virtual meeting to receive comments and suggestions on the statement of work.
* “Intersection Safety Analysis Tool”
  + During the February 5, 2016 virtual meeting, State representatives voted to fund this project.
  + FHWA staff developed a 1st draft of the statement of work for this project.
* “More Ready-to-Use Spreadsheets for Common SPFs”
  + During the February 5, 2016 virtual meeting, the consensus among State representatives was to defer a funded activity on this topic but rather to have an FHWA student intern compile a list of Internet links to State-adapted HSM Part C spreadsheets.
  + The FHWA student intern drafted a list, and it is being circulated for review within FHWA before transmission to State representatives for review.
  + The FHWA student intern also updated a list of State developed or calibrated SPFs based upon feedback from State representatives. The list is currently under review by FHWA staff.
* “Network Screening Best Practices”
  + FHWA staff drafted an NCHRP synthesis topic. The Illinois State representative submitted the topic to NCHRP with Ohio, Oklahoma, Oregon, Pennsylvania, Washington, and Wisconsin State representatives as co-submitters.
  + FHWA staff organized a webinar on “Using Advanced Safety Analysis Techniques for Network Screening” to highlight 3 States network screening practices.

**Activities Planned for Next Quarter (April 1 – June 30, 2016)**:

* Hold virtual quarterly meeting of TPF-5(255) State representatives on May 16, 2016.
* “Scale and Scope of HSM Implementation in the Project Development Project”:
  + Deliver a 3rd draft of the final report for review by State representatives and FHWA staff.
* “Model State Policies and Procedures on Use of the HSM”:
  + Deliver Task 4 Memorandum with draft “model” language.
  + Conduct virtual meeting with State representatives to receive their comments and suggestions.
  + Deliver draft final report for review by State representatives.
* Submit statement of work for “Life-Cycle Benefit-Cost Analysis” project to FHWA procurement process.
* Submit statement of work for “Intersection Safety Analysis Tool” project to FHWA procurement process.
* Draft statement of work for project to document current status of HSM implementation by States and selected local agencies.
* Deliver to State representatives listing of Internet links to State-adapted HSM Part C spreadsheets.
* Deliver to State representatives updated listing of State-developed or calibrated SPFs.