Quarterly Report

Report Date: April 20, 2006
Project Number: TPF-5(104)
Study Title: High Plains ITS Coalition
Report Year: 2006
Report Quarter: 4
Starting Date: December 15, 2004
Completion Date: Open
Principals: Colorado DOT ITS, Kansas DOT ITS, Nebraska DOR ITS, Wyoming DOT
Project Manager: Dottie Shoup, NDOR
Steering Committee Contact: Steve Garbe, NDOR
Financial Officer: Jaimie Huber, NDOR

Task	Percent Completed
Task 1 – Form Steering Committee	100%
Task 2 – Form Working Group	100%
Task 3 – Form Officers and Executive Committee	100%
Task 4 – Develop Concept of Operations	100%
Task 5 – Develop System Architecture	60%
Task 6 – Develop System Functional Requirements	40%
Task 7 – Develop RFP for Test Manager	40%
Task 8 – Develop RFP for System Integrator	0
Task 9 – Develop Multi-State Information Transfer System	0
Task 10 – Complete System Testing	0
Task 11 – Develop RFP for O&M contract	0
Task 12 – Deploy System	0
Task 13 – Complete Final Report	0
Task 14 – Monitor and Upgrade Systems	Ongoing

Activity This Quarter:
1. Finished Concept of Operations

Activity Next Quarter:
1. Complete System Architecture
2. Complete Functional Requirements
3. Publish Test Manager RFP

Problems/Comments:
1. As we completed the Concept of Operations, coordinating paperwork, completing each State's current programs and assessing the needs for the functional requirements was challenging. The comprehensive picture of what we have to deal with was well worth the effort, though.
2. On April 10, 2006, a conference call was held to discuss the next steps. A copy of the agenda follows.
3. Willy Sorenson and Jim Brachtel from Iowa joined the call to discuss the possibility of adding Iowa to the mix for displaying messages on CMS.

Next Steps

1.   High Level Functional Requirements Developed - Dottie

2.   System Manager Scope of Work Developed - Team

3.   RFP for System Manager Developed

      System Manager – Responsibilities
      Identify Appropriate Standards for the System
      Detailed Functional Requirements
      RFP for Integrator
      Develop Operations Plan
      Monitor Integrator and All System Testing
      Provide Suggested Enhancements to the System

4.   Scope of Work for Integrator

      Provide Software as Determined Appropriate by HPC Steering Committee
            (Meta Data)
      Deploy and Integrate Software in Each Member State
      Program HPC Server
      Develop Web Site
      Provide System Test Plan
      Deploy Software
      With System Manager – Systems Testing
      Develop Maintenance Plan
      Work with System Manager on Suggested Enhancements

Next Call – Week of May 15, 2006