

## TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Iowa 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 of the current status, including accomplishments and problems encountered, if any. List all tasks, even if no work was done during this period.*

<b>Transportation Pooled Fund Program Project #</b> TPF-5(290)		<b>Transportation Pooled Fund Program - Report Period:</b> X Quarter 1 (January 1 – March 31, 2018) Quarter 2 (April 1 – June 30, 2018) Quarter 3 (July 1 – September 30, 2018) Quarter 4 (October 1 – December 31, 2018)	
<b>Project Title:</b> Aurora Program			
<b>Project Manager:</b> Tina Greenfield		<b>Phone:</b> 515-233-7746	<b>E-mail:</b> tina.greenfield@dot.iowa.gov
<b>Project Investigator:</b> Neal Hawkins		<b>Phone:</b> 515-294-7733	<b>E-mail:</b> hawkins@iastate.edu
<b>Lead Agency Project ID:</b> RT 0034	<b>Other Project ID (i.e., contract #):</b> Addendum 156	<b>Project Start Date:</b> January 1, 2013	
<b>Original Project End Date:</b> May 31, 2019	<b>Current Project End Date:</b> – May 31, 2019	<b>Number of Extensions:</b>	

Project schedule status:

X On schedule       On revised schedule       Ahead of schedule       Behind schedule

Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Total Percentage of Work Completed
\$1,750,000	\$440,972.84	

Quarterly Project Statistics:

Total Project Expenses This Quarter	Total Amount of Funds Expended This Quarter	Percentage of Work Completed This Quarter
\$40,805.65	N/A	

## **Project Description:**

The Aurora Program is a consortium of public agencies focused on collaborative research, evaluation, and deployment of technologies for detailed road weather monitoring and forecasting. Members seek to implement advanced road weather information systems (RWIS) that fully integrate state-of-the-art roadway and weather forecasting technologies with coordinated, multi-agency weather monitoring infrastructures; ultimately lessening adverse impacts of inclement weather.

**Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.). These efforts are identified below.**

### Program Administrative Activities:

- Completing all of the Spring 2018 pre-meeting details (financial, contract, reimbursements).
- Addressed all board correspondence, administrative items resulting from meetings
- Provided program management in terms of projects and program budgets
- Reviewing hotel and contracts
- Addressed budget gap created from additional board member travel and publications (final reports).

### Facilitate Meetings and Conference Calls:

- Meeting with Washington DOT staff on meeting details (Spring meeting).
- Prepared board meeting presentation.
- Working to get prices on hotels for 2018 Spring Meeting (Seattle)
- Hosted a board member conference call on February 15, 2018.

### Processing Travel Requests, Travel Reimbursements, and Meeting Expenses:

- Processing travel requests and information for member travel authorization for Spring meeting.
- Allocating Peer Exchange charges among Aurora/Clear Road

### Project-Specific Activities:

- Tracking project status and prepared a summary for recently completed, active, and all prospective new projects.
- Finalizing four project reports.
- Significant efforts to track all past projects, secure clean copies of final reports or where no final report was produced developing effort summaries
- Work associated with assuming control and management of the RWIS training tool (Amazon Web Service), including monthly billing.

### Outreach and Membership:

- Arizona became a new Aurora member
- Invited New Mexico DOT to Spring meeting.
- Made presentations at two TRB committee meetings in January 2018.
- Developed a slide deck on what Aurora is, see [This is Aurora](#)

## **Anticipated work next quarter:**

### Program Administrative Activities:

- Hold Spring meeting.
- Finalize details for visiting INRIX, Washington DOT tour.
- Complete and process Board member travel.
- Invite speakers to Spring meeting and finalized agenda.
- Process travel arrangements for all invited guests and Aurora members
- Finalize meeting minutes from the Board meeting as well as follow-up on action items from the meeting
- Begin planning and making arrangements for Fall 2018 meeting.

### Facilitate Meetings and Conference Calls:

- Establishing monthly Board meeting calls to generate research ideas and discuss important issues.

TPF Program Standard Quarterly Reporting Format

- Facilitate project correspondence and status reports
- Continue planning efforts for coordinating Fall 2018 meeting

Processing Travel Requests, Travel Reimbursements, and Meeting Expenses:

- Finalize contracting for the 2018 Fall meeting hotel
- Finalize reimbursements as these are submitted
- Work with members and invited guests to arrange for travel to the Fall meeting
- Purchase air travel and establish hotel rooming list
- Make final meeting arrangements for food, field trips, meeting space

Project-Specific Activities:

- Project updates for each project and research team
- Track project status with champions and team members
- Track project timelines and distribute project materials
- Update project status reports
- Develop scopes for new projects per Board discussion at the Spring meeting

Outreach and Membership:

- Updated membership roster
- Communications with states to renew
- Additional communication with new member representatives, i.e. Michigan and Delaware.
- Communications with potential new states

**Significant Results:**

- Successful Spring 2018 meeting in Seattle, WA.
- Generation of new project ideas and procedure to meet monthly for research activities.
- Completed four project reports.

**Circumstance affecting project or budget:**