**TRANSPORTATION POOLED FUND PROGRAM**

**QUARTERLY PROGRESS REPORT**

Lead Agency (FHWA or State DOT): Oregon 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.e, SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX)*  TPF-5(355) | | **Transportation Pooled Fund Program - Report Period:**  □Quarter 1 (January 1 – March 31)  □Quarter 2 (April 1 – June 30) **X**  □Quarter 3 (July 1 – September 30)  □Quarter 4 (October 1 – December 31) | |
| **Project Title:**  Stormwater Testing and Maintainability Center | | | |
| **Name of Project Manager(s):**  Kira Glover-Cutter | **Phone Number:**  (503) 986-2851 | | **E-Mail**  kira.m.glover-cutter@odot.state.or.us |
| **Lead Agency Project ID:**  N/A | **Other Project ID (i.e., contract #):** | | **Project Start Date:**  December 2016 |
| **Original Project End Date:** | **Current Project End Date:**  2020 | | **Number of Extensions:** |

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** | **Percentage of Work**  **Completed to Date** |
| $115,000 (currently) | $7,560 | 7% |

***Quarterly*** Project Statistics:

|  |  |  |
| --- | --- | --- |
| **Total Project Expenses**  **and Percentage This Quarter** | **Total Amount of Funds**  **Expended This Quarter** | **Total Percentage of**  **Time Used to Date** |
| $7,560 |  | 7% |

|  |
| --- |
| **Project Description**:  The specific aim of this proposal is to provide funding for STTC calibration through completion,  refinement, and testing of run protocols and business procedures. Proper calibration is essential to  assure fair, repeatable, and defensible results when measuring maintainability. In support of FHWA research initiatives (for SP&R funds), the STTC and associated calibrated protocols and procedures  will be ideal for downstream Technology Transfer opportunities nationwide. Further, once the facility  is fully operational with calibrated run protocols and procedures, stormwater treatment research will  be possible, and the run protocols and procedures can be applied to new testing facilities. |

|  |
| --- |
| **Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):**  Herrera, the contractor for running the STTC facility, began work in March 2018. Work plan tasks initiated this quarter include B34729 Task 2.0 Program Oversight, Task 3.0 Business and Administrative Infrastructure Development, and Subtask 6.0 Facility Set-up and Equipment Calibration. Specifically, Herrera has drafted the following documents: 1) Draft Communication Plan, 2) Draft Organization, Management, and Staffing Plan, 4) Finalized Health and Safety Plan, and 5) STTC Board Meeting Agendas and STTC Board Meeting Notes for three new meetings. These documents will be reviewed by the pooled fund TAC during the next quarter Fall TAC meeting. Additionally, regarding facility set-up, evaluation of background contaminant levels for the runoff for this site has initiated. This data will be important to establish background conditions for stormwater technology evaluation. |

|  |
| --- |
| **Anticipated work next quarter:**   * Fall 2018 Pooled Fund TAC meeting to review STTC setup/calibration progress with STTC manager, STTC contractor, and ODOT contributors. * Request for Pooled Fund TAC to join STTC Advisory Board * Continue equipment installation/configuration/testing |

|  |
| --- |
| **Significant Results:**  Project is expected to be completed on time. |
| **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).**  No issues at this time. |

|  |
| --- |
| **Potential Implementation:**  Calibration of the STTC will allow uniform maintainability testing of stormwater facilities. |