

# Quarterly Project Report

Center for Transportation Studies

**Project Title: National Accessibility Evaluation**

**Quarter: July 01 - September 30, 2018**

**CTS Project # :** 2016016

**Contract # :** 99008

**Work Order # :** 208

**Project Authorization Date :** 7/2/2015

**Project Expiration Date:** 11/30/2018

**Principal Investigator**

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**Funding Source(s):**

State Pooled Funds

State Pooled Funds

State Pooled Funds

**Co-Investigator:** Levinson, David

**Co-Investigator:** Mathison, Arlene

**AL:** Deb Fick

**TL:** Deanna Belden

**CTS PL** Annette Fritze

**Task Update:**

**11 1.1: Communications and Technical Advisory Panel Management - Year 1**

Each year, the University of Minnesota Center for Transportation Studies will maintain and update the Accessibility Observatory website and discussion list, publish research reports and summaries based on the products of Task 4, coordinate media relations for two campaigns (online media kit, press releases, e-mail announcements, social media posts), and arrange for quarterly meetings (three conference calls and one in-person meeting held in conjunction with TRB for the first year) of the technical advisory panel (TAP). CTS will maintain a TAP membership list, invite TAP members to the meetings, develop meeting agendas, and distribute minutes of the meetings. CTS will also assist with the preparation of quarterly reports that will be presented at each TAP meeting. This budget does not include travel expenses for TAP members.

**Deliverables :** Summary of all communications and Technical Advisory Panel activities for each year [Year 1]

**Task Budget :** \$39,160.00

**Task Due Date :** 6/30/2016 (Calculated)

**Date Delivered :** 6/30/2016

**Date Approved :** 6/9/2016 (CTS received task approval)

**Task Approved :** Yes

**Progress:**

**% Task Complete:** 100

**12 1.2: Communications and Technical Advisory Panel Management - Year 2**

Each year, the University's Center for Transportation Studies (CTS) will maintain and update the Accessibility Observatory website and discussion list, publish research reports and summaries based on the products of Task 4, coordinate media relations for two campaigns (online media kit, press releases, e-mail announcements, social media posts), and arrange for quarterly meetings (three conference calls and one in-person meeting held in conjunction with TRB for the first year) of the TAP. CTS will maintain a TAP membership list, invite TAP members to the meetings, develop meeting agendas, and distribute minutes of the meetings. CTS will also assist with the preparation of quarterly reports that will be presented at each TAP meeting. This budget does not include travel expenses for TAP members.

**Deliverables :** Summary of all communications and Technical Advisory Panel activities for each year [Year 2]

**Task Budget :** \$33,880.00

**Task Due Date :** 6/30/2017 (Calculated)

## ***Project Title:* National Accessibility Evaluation**

***Quarter:* July 01 - September 30, 2018**

### ***Task Update:***

*Date Delivered :* 6/30/2017

*Date Approved :* 8/8/2017 (*CTS received task approval*)

*Task Approved :* Yes

*Progress:*

*% Task Complete:* 100

### **13 1.3: Communications and Technical Advisory Panel Management - Year 3**

Each year, the University's Center for Transportation Studies (CTS) will maintain and update the Accessibility Observatory website and discussion list, publish research reports and summaries based on the products of Task 4, coordinate media relations for two campaigns (online media kit, press releases, e-mail announcements, social media posts), and arrange for quarterly meetings (three conference calls and one in-person meeting held in conjunction with TRB for the first year) of the TAP. CTS will maintain a TAP membership list, invite TAP members to the meetings, develop meeting agendas, and distribute minutes of the meetings. CTS will also assist with the preparation of quarterly reports that will be presented at each TAP meeting. This budget does not include travel expenses for TAP members.

*Deliverables :* Summary of all communications and Technical Advisory Panel activities for each year [Year 3]

*Task Budget :* \$37,000.00

*Task Due Date :* 9/30/2018 (*Calculated*)

*Date Delivered :* 6/30/2018

*Date Approved :* 9/14/2018 (*CTS received task approval*)

*Task Approved :* Yes

*Progress:*

CTS hosted its most recent TAP meeting (via conference call) on September 25, 2018. CTS helped develop the agenda, managed meeting logistics and communications, and wrote and distributed minutes. CTS continues to maintain the project website and add new information and features for pooled fund, including a new members-only section containing online, shareable access to all reports and datasets.

*% Task Complete:* 100

### **21 2.1: Collect Input Datasets - Year 1**

The research team will collect up-to-date network and speed datasets describing the road and transit transportation networks in the study area, as well as destination counts at the block level or smaller resolution.

*Deliverables :* Summary report of datasets collected. [Year 1]

*Task Budget :* \$137,384.00

*Task Due Date :* 9/30/2015 (*Calculated*)

*Date Delivered :* 9/30/2015

*Date Approved :* 10/6/2015 (*CTS received task approval*)

*Task Approved :* Yes

*Progress:*

*% Task Complete:* 100

### **22 2.2: Collect Input Datasets - Year 2**

The University will collect up-to-date network and speed datasets describing the road and transit transportation networks in the study area, as well as destination counts at the block level or smaller resolution. The project team will coordinate with project partners to identify areas where transit schedule or other data are not available from local providers, and to encourage publication of missing data. The project team may offer limited assistance with creating or publishing missing data.

## ***Project Title:* National Accessibility Evaluation**

***Quarter:* July 01 - September 30, 2018**

### ***Task Update:***

*Deliverables* : Summary report of datasets collected [Year 2]

*Task Budget* : \$131,459.00

*Task Due Date* : 9/30/2016 (*Calculated*)

*Date Delivered* : 10/27/2016

*Date Approved* : 2/16/2017 (*CTS received task approval*)

*Task Approved* : Yes

*Progress:*

*% Task Complete:* 100

### **23 2.3: Collect Input Datasets - Year 3**

The University will collect up-to-date network and speed datasets describing the road and transit transportation networks in the study area, as well as destination counts at the block level or smaller resolution. The project team will coordinate with project partners to identify areas where transit schedule or other data are not available from local providers, and to encourage publication of missing data. The project team may offer limited assistance with creating or publishing missing data.

*Deliverables* : Summary report of datasets collected [Year 3]

*Task Budget* : \$130,000.00

*Task Due Date* : 12/31/2017 (*Calculated*)

*Date Delivered* : 1/9/2018

*Date Approved* : 1/25/2018 (*CTS received task approval*)

*Task Approved* : Yes

*Progress:*

*% Task Complete:* 100

### **31 3.1: Calculate Accessibility Datasets - Year 1**

The research team will calculate accessibility datasets using travel times and land use data collected in Task 2 to represent typical conditions in the previous calendar year.

*Deliverables* : Accessibility datasets delivered to project partners. [Year 1]

*Task Budget* : \$55,384.00

*Task Due Date* : 10/31/2016 (*Calculated*)

*Date Delivered* : 10/27/2016

*Date Approved* : 2/16/2017 (*CTS received task approval*)

*Task Approved* : Yes

*Progress:*

*% Task Complete:* 100

### **32 3.2: Calculate Accessibility Datasets - Year 2**

The University will calculate accessibility datasets using travel times and land use data collected in Task 2 to represent typical conditions in the previous calendar year.

*Deliverables* : Accessibility datasets delivered to project partners [Year 2]

*Task Budget* : \$33,946.00

## ***Project Title:* National Accessibility Evaluation**

***Quarter:* July 01 - September 30, 2018**

### ***Task Update:***

*Task Due Date :* 11/30/2017 (*Calculated*)  
*Date Delivered :* 5/23/2018  
*Date Approved :* 5/23/2018 (*CTS received task approval*)  
*Task Approved :* Yes  
*Progress:*

*% Task Complete:* 100

### **33 3.3: Calculate Accessibility Datasets - Year 3**

The University will calculate accessibility datasets using travel times and land use data collected in Task 2 to represent typical conditions in the previous calendar year.

*Deliverables :* Accessibility datasets delivered to project partners [Year 3]  
*Task Budget :* \$34,500.00  
*Task Due Date :* 2/28/2018 (*Calculated*)  
*Date Delivered :*  
*Date Approved :* (*CTS received task approval*)  
*Task Approved :* No  
*Progress:*

In progress, expected completion in October 2018.

*% Task Complete:* 20

### **41 4.1: Prepare Accessibility Reports - Year 1**

The research team will prepare reports summarizing and describing accessibility patterns in the jurisdictions of each project partner, as well as a single national "Access Across America" report for each mode. The research team will provide the participating agencies a copy of the national reports at least two weeks in advance of their being released to the public. Local reports will be delivered directly to project partners, and the national report will be published and publicized to national media outlets.

*Deliverables :* National "Access Across America" reports; local reports for each project partner.  
[Year 1]  
*Task Budget :* \$73,845.00  
*Task Due Date :* 10/31/2016 (*Calculated*)  
*Date Delivered :* 10/27/2016  
*Date Approved :* 2/16/2017 (*CTS received task approval*)  
*Task Approved :* Yes  
*Progress:*

*% Task Complete:* 100

### **42 4.2: Prepare Accessibility Reports - Year 2**

The research team will prepare reports summarizing and describing accessibility patterns in the jurisdictions of each project partner, as well as a single national "Access Across America" report for each mode. The University will provide the participating agencies a copy of the national reports at least two weeks in advance of their being released to the public. Local reports will be delivered directly to project partners, and the national report will be published and publicized to national media outlets.

*Deliverables :* National "Access Across America" reports; local reports for each project partner  
[Year 2]

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### ***Task Update:***

*Task Budget :* \$33,946.00

*Task Due Date :* 11/30/2017 (*Calculated*)

*Date Delivered :* 5/23/2018

*Date Approved :* 5/23/2018 (*CTS received task approval*)

*Task Approved :* Yes

*Progress:*

*% Task Complete:* 100

### **43 4.3: Prepare Accessibility Reports - Year 3**

The research team will prepare reports summarizing and describing accessibility patterns in the jurisdictions of each project partner, as well as a single national "Access Across America" report for each mode. The research team will provide the participating agencies a copy of the national reports at least two weeks in advance of their being released to the public. Local reports will be delivered directly to project partners, and the national report will be published and publicized to national media outlets.

*Deliverables :* National "Access Across America" reports; local reports for each project partner.  
[Year 3]

*Task Budget :* \$34,500.00

*Task Due Date :* 5/31/2018 (*Calculated*)

*Date Delivered :*

*Date Approved :* (*CTS received task approval*)

*Task Approved :* No

*Progress:*

In progress, expected completion in October 2018.

*% Task Complete:* 20

### **51 5.1: TAP Review of Results and Methodology - Year 1**

After each year's data and report publication is complete, the project TAP will meet to review and comment on project methodology and scope. The research team will collect feedback from the TAP members, with a focus on continually improving the data, reporting, usefulness, and scope of the project. TAP members will have an opportunity to share local experiences in the use of accessibility data. This TAP meeting will be scheduled and located to coincide with relevant conferences or professional meetings (such as AASHTO committee annual meetings or the annual TRB meeting). Teleconferencing participation options will also be provided.

*Deliverables :* TAP meeting minutes and proposed enhancements for next data/reporting update. [Year 1]

*Task Budget :* \$36,922.00

*Task Due Date :* 10/31/2016 (*Calculated*)

*Date Delivered :* 10/26/2016

*Date Approved :* 2/13/2017 (*CTS received task approval*)

*Task Approved :* Yes

*Progress:*

*% Task Complete:* 100

### **52 5.2: TAP Review of Results and Methodology - Year 2**

After each year's data and report publication is complete, the project TAP will meet to review and comment on project

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### ***Task Update:***

methodology and scope. The University will collect feedback from the TAP members, with a focus on continually improving the data, reporting, usefulness, and scope of the project. TAP members will have an opportunity to share local experiences in the use of accessibility data. This TAP meeting will be scheduled and located to coincide with relevant conferences or professional meetings (such as AASHTO committee annual meetings or the annual TRB meeting). Teleconferencing participation options will also be provided.

*Deliverables :* TAP meeting minutes and proposed enhancements for next data/reporting update  
[Year 2]

*Task Budget :* \$16,973.00

*Task Due Date :* 11/30/2017 (*Calculated*)

*Date Delivered :* 6/6/2018

*Date Approved :* (*CTS received task approval*)

*Task Approved :* No

*Progress:*

Awaiting revision, will be submitted to MnDOT upon completion.

*% Task Complete:* 90

### **53 5.3: TAP Review of results and Methodology - Year 3**

After each year's data and report publication is complete, the project TAP will meet to review and comment on project methodology and scope. The University will collect feedback from the TAP members, with a focus on continually improving the data, reporting, usefulness, and scope of the project. TAP members will have an opportunity to share local experiences in the use of accessibility data. This TAP meeting will be scheduled and located to coincide with relevant conferences or professional meetings (such as AASHTO committee annual meetings or the annual TRB meeting). Teleconferencing participation options will also be provided.

*Deliverables :* TAP meeting minutes and proposed enhancements for next data/reporting update  
[Year 3]

*Task Budget :* \$17,000.00

*Task Due Date :* 6/30/2018 (*Calculated*)

*Date Delivered :*

*Date Approved :* (*CTS received task approval*)

*Task Approved :* No

*Progress:*

In progress, expected completion in November 2018.

*% Task Complete:* 10

### **61 6.1: Compile Report, Technical Advisory Panel Review and Revisions - Year 1**

A draft report will be prepared, following MnDOT publication guidelines, to document project activities, findings and recommendations, potential implementation opportunities, illustrative projects, and benefits to participating agencies. This report will need to be reviewed by the Technical Advisory Panel (TAP), updated by the Principal Investigator to incorporate technical comments, and then approved by Technical Liaison before this task is considered complete. Holding a TAP meeting to discuss the draft report and review comments is strongly encouraged. TAP members may be consulted for clarification or discussion of comments.

*Deliverables :* A Draft Report and Final Report Approved for Publication and presentation slides  
[Year 1]

*Task Budget :* \$55,384.00

*Task Due Date :* 10/31/2016 (*Calculated*)

*Date Delivered :* 8/9/2017

*Date Approved :* 2/16/2017 (*CTS received task approval*)

*Task Approved :* Yes

## ***Project Title:* National Accessibility Evaluation**

***Quarter:* July 01 - September 30, 2018**

### ***Task Update:***

*Progress:*

*% Task Complete:* 100

#### **62 6.2: Compile Report, TAP Review and Revisions - Year 2**

The University will prepare a draft report, following MnDOT's publication guidelines, to document project activities, findings and recommendations, potential implementation opportunities, illustrative projects, and benefits to participating agencies. This report will need to be reviewed by the TAP, updated by the Principal Investigator to incorporate technical comments, and then approved by Technical Liaison before this task is considered complete. The draft report and comments will be reviewed and discussed at the appropriate quarterly TAP meeting, held via teleconference (or at the annual in-person TAP meeting, if scheduling allows). TAP members may be consulted for clarification or discussion of comments.

*Deliverables :* A Draft Report and Final Report Approved for Publication and presentation slides  
[Year 2]

*Task Budget :* \$25,459.00

*Task Due Date :* 11/30/2017 (*Calculated*)

*Date Delivered :* 6/6/2018

*Date Approved :* (*CTS received task approval*)

*Task Approved :* No

*Progress:*

Under revision, task report will be submitted to MnDOT upon completion.

*% Task Complete:* 90

#### **63 6.3: Compile Report, TAP Review and Revisions - Year 3**

The University will prepare a draft report, following MnDOT's publication guidelines, to document project activities, findings and recommendations, potential implementation opportunities, illustrative projects, and benefits to participating agencies. This report will need to be reviewed by the TAP, updated by the Principal Investigator to incorporate technical comments, and then approved by Technical Liaison before this task is considered complete. The draft report and comments will be reviewed and discussed at the appropriate quarterly TAP meeting, held via teleconference (or at the annual in-person TAP meeting, if scheduling allows). TAP members may be consulted for clarification or discussion of comments.

*Deliverables :* A Draft Report and Final Report Approved for Publication and presentation slides  
[Year 3]

*Task Budget :* \$25,000.00

*Task Due Date :* 8/31/2018 (*Calculated*)

*Date Delivered :*

*Date Approved :* (*CTS received task approval*)

*Task Approved :* No

*Progress:*

In progress, expected completion in November 2018.

*% Task Complete:* 10

#### **71 7.1: Editorial Review and Publication of Final Report - Year 1**

During this task the Approved Report will be processed by MnDOT's Contract Editors. The editors will review the document to ensure it meets the publication standard. This task must be completed within the Contract time because the editors will provide editorial comments and request information from the Principal Investigator.

*Deliverables :* Final Published Report and presentation slides [Year 1]

*Task Budget :* \$36,921.00

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**Quarter: July 01 - September 30, 2018**

**Task Update:**

Task Due Date : 11/30/2016 (Calculated)  
Date Delivered : 5/12/2017  
Date Approved : 2/16/2017 (CTS received task approval)  
Task Approved : Yes  
Progress:  
  
% Task Complete: 100

**72 7.2: Editorial Review and Publication of Final Report - Year 2**

During this task, the Approved Report will be processed by MnDOT's Contract Editors. The editors will review the document to ensure it meets the publication standard. This task must be completed within the contract time because the editors will provide editorial comments and request information from the Principal Investigator.

Deliverables : Final Published Report and presentation slides [Year 2]  
Task Budget : \$16,973.00  
Task Due Date : 11/30/2017 (Calculated)  
Date Delivered :  
Date Approved : (CTS received task approval)  
Task Approved : No  
Progress:  
Task report will be submitted to MnDOT upon completion.  
% Task Complete: 20

**73 7.3: Editorial Review and Publication of Final Report - Year 3**

During this task, the national accessibility reports will be published by the University's Center for Transportation Studies. The editors will review the document to ensure it meets the publication standard. This report will be hosted on the Accessibility Observatory website, and publicized to national media outlets. The research team will coordinate the specific publication date with the TAP and will provide partner organizations with publicity support, such as example press release language.

Deliverables : Published National Accessibility Reports [Year 3]  
Task Budget : \$17,000.00  
Task Due Date : 9/30/2018 (Calculated)  
Date Delivered :  
Date Approved : (CTS received task approval)  
Task Approved : No  
Progress:

**82 8.2: Identify and Implement Annual Project Enhancements - Year 2**

In consultation with the TAP, The University will identify opportunities to enhance the project by improving existing deliverables or adding new deliverables. The project team will implement these enhancements over the course of each project year beginning in year 2.

Deliverables : Project Enhancements and a report summarizing the development and results [Year 2]  
Task Budget : \$84,864.00



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**Quarter: July 01 - September 30, 2018**

**Task Update:**

Task Due Date : 11/30/2017 (Calculated)  
Date Delivered : 3/8/2018  
Date Approved : 3/26/2018 (CTS received task approval)  
Task Approved : Yes  
Progress:  
  
% Task Complete: 100

**83 8.3: Identify and Implement Annual Project Enhancements - Year 3**

In consultation with the TAP, The University will identify opportunities to enhance the project by improving existing deliverables or adding new deliverables. The project team will implement these enhancements over the course of each project year beginning in year 3.

Deliverables : Project Enhancements and a report summarizing the development and results [Year 3]  
Task Budget : \$85,000.00  
Task Due Date : 7/31/2018 (Calculated)  
Date Delivered :  
Date Approved : (CTS received task approval)  
Task Approved : No  
Progress:  
In progress, expected completion in October 2018.  
% Task Complete: 10

**93 9.3: Scenario Evaluations - Year 3**

The University will implement accessibility evaluations for the following transportation scenarios:  
- I-94 Managed Lanes (MnDOT)

Deliverables : Datasets and reports describing accessibility impacts of each scenario.  
Task Budget : \$6,000.00  
Task Due Date : 2/28/2018 (Calculated)  
Date Delivered :  
Date Approved : (CTS received task approval)  
Task Approved : No  
Progress:  
In progress.  
% Task Complete: 10

**Future Plans:**

**Problems Encountered/Actions Taken:**

**Students:**

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<u><i>Name</i></u>	<u><i>E-Mail</i></u>	<u><i>Degree Program</i></u>	<u><i>Degrees</i></u>	<u><i>Graduation Date</i></u>
Kristin Carlson	carl4498@umn.edu	Undergraduate		