**TRANSPORTATION POOLED FUND PROGRAM**

**QUARTERLY PROGRESS REPORT**

Date: \_\_7/20/2012\_\_\_\_\_\_\_\_\_

Lead Agency (FHWA or State DOT): \_\_FHWA\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**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.*

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| **Transportation Pooled Fund Program Project #**  *(i.e, SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX)*  SPR-2(207) and TPF-5(052) | | **Transportation Pooled Fund Program - Report Period:**  □Quarter 1 (January 1 – March 31)  🗹Quarter 2 (April 1 – June 30)  □Quarter 3 (July 1 – September 30)  □Quarter 4 (October 1 – December 31) | |
| **Project Title:**  Transportation Management Center Pooled Fund Study | | | |
| **Name of Project Manager(s):**  Jimmy Chu | **Phone Number:**  202-366-3379 | | **E-Mail**  Jimmy.chu@dot.gov |
| **Lead Agency Project ID:**  DTFH61-06-D-0004-T-11008 | **Other Project ID (i.e., contract #):** | | **Project Start Date:**  Feb. 1, 2000 |
| **Original Project End Date:**  Sept. 30, 2010 | **Current Project End Date:**  Sept. 30, 2014 | | **Number of Extensions:**  1 |

Project schedule status:

🗹 On schedule □ On revised schedule □ Ahead of schedule □ Behind schedule

Overall Project Statistics:

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| **Total Project Budget** | **Total Cost to Date for Project** | **Percentage of Work**  **Completed to Date** |
| 1,853,841 | 852944 | 46 |

***Quarterly*** Project Statistics:

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| --- | --- | --- |
| **Total Project Expenses**  **and Percentage This Quarter** | **Total Amount of Funds**  **Expended This Quarter** | **Total Percentage of**  **Time Used to Date** |
| 75996 | 75996 | N/A |

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| **Project Description**:  The Transportation Management Center (TMC) Pooled Fund Study (PFS) serves as a forum to identify and address issues that are common among agencies that manage and operate TMCs and provides an opportunity for agencies to collectively take on those key issues and challenges. The TMC PFS also provides an opportunity to facilitate the interaction, sharing of information and successful practices with a broader audience to advance and improve upon the current state-of-the-practice related to the management, operation, and performance of TMCs.  The goal of the TMC PFS is to assemble regional, state, and local transportation management agencies and the Federal Highway Administration (FHWA) to:   * Identify human-centered and operational issues; * Suggest approaches to addressing identified issues; * Initiate and monitor projects intended to address identified issues; * Provide guidance and recommendations and disseminate results; * Provide leadership and coordinate with others with TMC interests; and * Promote and facilitate technology transfer related to TMC issues nationally. |

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| **Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):**  The TMC Data Capture for Mobility and Performance Measures project was kicked off in December 2011. The Work Plan and the List of References for the project, and a draft annotated outline for the guidebook were submitted in March 2012. Work Plan and annotated outline for the guidebook were finalized in June. Surveys and interviews to collect information on agency practices were completed recently. Development of the draft guidebook is underway.  The Roles of TMCs in Emergency Management project was on schedule. The first draft of the guidebook was submitted in March 2012. A conference call was held in April to discuss comments on the draft. A revised version was submitted in early June. The final guidebook is expected in August 2012.  The Impacts of Technology Advancements on TMC Operations project kicked off in March 2012. A project work plan has been submitted and approved. A draft letter report that summarized results from literature review was submitted in May, followed by a conference call in June to discuss the report and obtain comments.  SOWs for three projects selected by the members at the 2011 annual meeting were finalized. Two projects have been advertised during this quarter.  A quarterly conference call was held in April where members reviewed the financial status and project progress, and discussed plans for the 2012 annual meeting. |
| **Anticipated work next quarter**:  SOWs for the three projects advertised in this quarter will likely be kicked off during the next quarter.  2012 annual meeting will be held on August 21 and 22 in Chicago. At this meeting, members will review the progress made during the past year, identify projects and studies to pursue for the next 12 months, and discuss the plan to move forward with developing and conducting those projects. |

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| **Significant Results:**  None of this reporting period. |
| **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 have been encountered to date. |

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| **Potential Implementation:**  Additional webinars to broadcast research results and products by the TMC pooled fund study will be arranged and rolled out on a quarterly basis. |