TRANSPORTATION POOLED FUND PROGRAM
QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Ohio DOT

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(330)		**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: No Boundaries Roadway Maintenance Practices		
Name of Project Manager(s): John P. Stains, P.E.	**Phone Number:** (614) 644-7151	**E-Mail** John.Stains@dot.ohio.gov
Lead Agency Project ID: 135247	**Other Project ID (i.e., contract #):** ODOT 27232	**Project Start Date:** 5/29/15 (pooled fund) / 9/1/15 (contrac
Original Project End Date: 5/29/20 (pooled fund as a whole)	**Current Project End Date:** 6/30/17 (current contract)	**Number of Extensions:**

Project schedule status:

☑ 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
$210,000.00	$43,196.46	20%

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
	$39,590.71	20%

Project Description:

This project provides a forum for state DOTs to share their maintenance innovations (non-winter) with each other, support technology transfer activities and develop marketing and deployment plans for the implementation of selected innovations. The goal of this consortium is to become the premier national forum for technical exchange and collaboration related to the application of new maintenance initiatives, research and technologies.

This project will help DOTs to save time and money by not investing in the same research that has already been performed by other state DOTs. Hence rather than having each DOT identify and implement research separately, DOTs can work collectively through this pooled fund project.

Scope of Work:
1) Identify promising innovations and technologies ready for implementation within maintenance activities, developed by the participating state DOTs, non-participating DOTs and outside entities.
2) Develop marketing plans for selected ready-to-deploy innovations and technologies.
3) Organize training classes and pilot demonstrations about specific research topics or technologies for member state DOTs.
4) Develop a searchable database where innovations and research projects developed across the country can be identified and accessed.

Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):

TAC Meetings/Administration
--Prepared for and held TAC teleconferences on October 1 and November 9, developing the agenda, inviting participants, facilitating the meetings and drafting minutes.
--Worked with TAC members to coordinate, prepare for and hold the first face-to-face TAC meeting in December:
  --Scheduling, agenda development, meals, travel and facilities coordination, etc.
  --Processed travel reimbursements.
  --Began drafting minutes.
--Coordinated a TAC conference call to take place on February 8.
--Maintained information about commitments, transfers and overall budget for the pooled fund.

Website/Technology Transfer
--Developed a No Boundaries email format for promoting new resources on the website and encouraging new states to join.
--Completed and published a newsletter highlighting recent research and events in roadway maintenance.
--Synthesized results of the Maintenance Peer Network peer exchanges to support discussion of priority topics for No Boundaries at the meeting.
--Prepared a presentation and handouts to help guide discussion related to the structure, goals and next steps for the pooled fund.
--Updated the website with current information about the pooled fund members, goals and meetings.

Membership/Recruitment

Anticipated work next quarter:

--Finalize and distribute minutes from the December TAC meeting.
--Coordinate and prepare for the TAC teleconference in February and additional meetings determined by the group.
--Complete and distribute the February roadway maintenance e-newsletter and the compilation of TRB sessions related to roadway maintenance.
--Update and enhance the website. Include features and content discussed at December meeting, such as research and practices related to asset management (the priority topic area identified by the TAC for 2016).
--Develop a short survey related to asset management practices to gather information state-of-practice information from maintenance professionals nationally. Use the results to discuss future asset management activities with the TAC (workshops, training, demonstrations, webinars, etc.).
--Develop ideas for gathering and sharing innovative practices related to maintenance equipment and materials from members and non-members.
--Develop a handout on No Boundaries and use it to promote the group and recruit more members.
--Present on No Boundaries at subcommittee meetings at the TRB Annual Meeting. Conduct one-on-one outreach to encourage membership by other state DOTs.
--Create a listerv to encourage information sharing among non-winter maintenance professionals.

Significant Results:

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).

Potential Implementation:

This project provides a forum for State DOTs to share their maintenance innovations with each other, support technology transfer activities and develop marketing and deployment plans for the implementation of selected innovations. Resources will be provided for implementing the innovations that includes travel, training and other technology transfer activities.

It is anticipated that this consortium will become the national forum for state involvement in the technical exchange needed for collaboration and new initiatives, and be a forum for advancing the application and benefit of research technologies. In addition, the project will create a searchable database or warehouse where innovations and research done relating to highway maintenance can be found and showcased. State participation in this process will be through the pooled fund. FHWA, industry and others (domestic and international) will be invited to participate in the project discussions and activities by being able to present or demonstrate innovations.