**TRANSPORTATION POOLED FUND PROGRAM**

**QUARTERLY PROGRESS REPORT**

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

**INSTRUCTIONS:**

*Lead Agency contacts 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 #***TPF-5(447)* | **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) |
| **TPF Study Number and Title:**TPF-5(447) Traffic Control Devices Pooled Fund Study |
| **Lead Agency Contact:**Laura Mero, FHWA | **Lead Agency Phone Number:**(202) 493-3377 | **Lead Agency E-Mail**Laura.Mero@dot.gov |
| **Lead Agency Project ID:**TPF-5(447) | **Other Project ID (i.e., contract #):** | **Project Start Date:**February 12, 2020 |
| **Original Project Start Date:**October 1, 2002 | **Original Project End Date:**N/A Continuing Effort | **If Extension has been requested, updated project End Date:**  |

Project schedule status:

🗷 On schedule □ On revised schedule □ Ahead of schedule □ Behind schedule

Overall Project Statistics:

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|  **Total Project Budget** |  **Total Funds Expended****This Quarter** |  **Percentage of Work**  **Completed to Date** |
| Values indicate total commitments2016 – $325,0002017 – $375,0002018 – $290,0002019 – $335,000 2020 – $335,000 2021 – $405,0002022 – $440,0002023 - $395,000 | Ongoing Project (N/A) | Ongoing Project (N/A) |

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| **Project Description**:The purpose of the TCD PFS is to assemble a consortium composed of regional, State, local entities, appropriate organizations and the FHWA to 1) establish a systematic procedure to select, test, and evaluate approaches to novel TCD concepts as well as incorporation of results into the MUTCD; 2) select novel TCD approaches to test and evaluate; 3) determine methods of evaluation for novel TCD approaches; 4) initiate and monitor projects intended to address evaluation of the novel TCDs; 5) disseminate results; and 6) assist MUTCD incorporation and implementation of results. |

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| **Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):**Traffic Control Devices Pooled Fund Study Technical Support* Attended bi-weekly meetings with FHWA to discuss the status of the action items and activities under the task order (7/6/2023, 8/3/2023, 8/17/2023, 8/31/2023, and 9/27/2023). Created and maintained Excel spreadsheet to track list of upcoming deliverables and tasks.
* Provided monthly progress reports to the TOCOR.
* Drafted and finalized the Q2 report and posted it to the TPF website.
* Updated contact list as appropriate and requested changes to email list and Teams. Sent welcome emails to new representatives or members. Began general cleaning of the TCD PFS Microsoft Teams Private Team.
* Created a tracking spreadsheet for Annual Meeting travel arrangements, arranged all travel, and provided information on Annual Meeting expense reimbursement process. Signed a hotel contract including rooms, meeting space, and A/V equipment. Coordinated a welcome event for the Annual Meeting. Drafted, finalized, and emailed the Annual Meeting agenda and other meeting materials. Printed name tents for the meeting. Attended and facilitated the Annual Meeting and began drafting the Meeting Minutes.
* Created a spreadsheet to track research project ideas for 2023. Updated the spreadsheet with ideas from the Q2 meeting, ideas sent from the TCD PFS via email, and from the NCUTCD. Reviewed this list at the Annual Meeting, and updated the spreadsheet with new ideas raised at the Annual Meeting. Cleaned the list of research project ideas and emailed to the TCD PFS with a link for voting. Discussed preliminary voting results and next steps with the TOCOR.
* Received bios from the TCD PFS Chair nominees and emailed bios to the TCD PFS with a link to vote for the Chair. Sent reminder email, tallied the votes, and emailed the TCD PFS to announce the new Chair.
* Received additional comments on the Outreach plan and revised the plan accordingly. Shared the Outreach Plan with the TCD PFS via email and provided opportunity to discuss at the Annual meeting. Began discussing implementation of the Outreach Plan. Attended TPF Awards webinar.

**Pedestrian Signing at Unsignalized Crossings*** Made a virtual presentation to the Traffic Control Device Pooled Fund Study (TCD-PFS) third-quarter meeting on 9/14/23. The presentation focused on conducting the computer-based test (CBT).
* Held bi-weekly meeting (7/5/23, 7/26/23, 8/9/23, 8/23/23, 9/14/23, 9/21/23) among Laura, Kay, Sue, and others to discuss the activities within the project.
* Transmitted final version of all CBT images 7/20/2023.
* Revised CBT program using pilot testing findings. Performed quality assurance checks on program and resulting data files.
* Delivered an updated Task 4 Tech Memo containing final version of CBT and link to the on-line test to Laura Mero 7/27/2023.
* Conducted the CBT between 7/28/23 and 8/8/23. Social media advertising was used along with working with states in the TCD-PFS to aid in distributing the advertisement for the CBT. States who helped distribute the CBT via social media included: New York, Iowa, and Connecticut. Held discussions with Texas; however, the decision was to not distribute via TxDOT social media because (1) of concerns with the CBT having yield messages when Texas is a stop state and (2) we had sufficient sample size at that point of the data collection.
* The CBT link was also included on the TTI Facebook page and in the ATSSA’s Roadway Safety News Break email distribution.
* Downloaded CBT data after the CBT was closed. Conducted preliminary examination. Continued processing the CBT data.
* Began developing material for the Tech Memo that will document the study approach and findings. The Tech Memo is due 10/19/23.
* Scheduled meeting with research team, TOCOR, FHWA MUTCD team members, and TCD-PFS champions to discuss the preliminary findings from the CBT.
* Submitted the quarterly progress report on 9/27/23.

**Evaluation of Advisory Exit and Ramp Speed Signs*** Held bi-weekly meetings with FHWA to discuss project activities.
* Coordinated with Maryland to get signposts installed for field study. Installed data collection devices in Maryland, collected data, and removed devices. Created plan to collect additional data in Maryland to account for some data that was lost.
* Finalized field study locations and signing conditions for New Hampshire. Installed data collection devices in New Hampshire, collected data, and removed devices.
* Began data analysis for Maryland and prepared for data analysis for New Hampshire.

**Evaluation of Lane Reduction and Late Merge Signing (formerly Sign Guidance for Zipper Merge)*** Continued to support the FHWA publications process through completion (7/26/2023).
* Uploaded the published technical brief to the pooledfund.org website and to Teams. Sent email to the TCD PFS members letting them know it was uploaded.
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| **Anticipated work next quarter**:Traffic Control Devices Pooled Fund Study Technical Support* Continue holding bi-weekly meetings to discuss the status of the task order and will prepare the list of Action

Items and Activities prior to each meeting. Continue updating Excel spreadsheet of deliverables and tasks. * Continue providing monthly progress reports.
* Submit the draft Q3 progress report; post the approved Q3 progress report.
* Continue to maintain and/or upload documents (as appropriate) to the contact list, email group, and Microsoft

Teams private team. Complete initial reorganization of the Microsoft Teams private team and coordinate a “Teams 101” call (and individual meetings, as necessary) to help TCD PFS members use Teams.* Schedule, plan, and facilitate the second Strategy Session and carry out needed follow up actions.
* Poll the TCD PFS and schedule the Q4 virtual meeting. Attend and facilitate the Q4 meeting and develop meeting minutes.
* Finalize the Annual Meeting Minutes and share with the TCD PFS. Complete travel reimbursements.
* Share round 1 voting results on research project ideas and hold a virtual meeting with the TCD PFS for follow-up discussion and an additional vote. Follow up on the project selection process as appropriate. Develop problem statements for the selected research ideas. Discuss next steps (as appropriate) for state-of-practice review and/or literature review with TOCOR.
* Upload documents to/update the TCD PFS website, as appropriate.
* Update the Outreach Plan to include input received at the Annual Meeting. Discuss and begin implementing the action items outlined in the Outreach Plan. Begin next steps for developing articles about the impact of TCD PFS projects as discussed at strategy session. Support FHWA with outreach or other tasks, as needed and identified by the TOCOR.

**Pedestrian Signing at Unsignalized Crossings*** Continue evaluating the CBT data.
* Continue developing the Tech Memo which will document the CBT. Submit the Tech Memo, which is due 10/19/23.
* Participate in meetings, for example, bi-weekly meetings with FHWA and as needed with other groups.
* Begin preparation for the following virtual meeting to discuss findings from the CBT. It will include the following: research team, Laura, FHWA MUTCD team members, and TCD-PFS champions.
* Reengage with cities regarding the potential to participate in the on-road portion of this study.

**Evaluation of Advisory Exit and Ramp Speed Signs*** Reinstall data collection devices at selection sites and sensor locations in Maryland to capture additional data.
* Complete Analysis of Maryland and New Hampshire data.
* Present results of field study to TCD PFS members.
* Draft the technical brief.
* Participate in bi-weekly meetings with the TOCOR.
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| **Significant Results:**The technical brief for the Evaluation of Lane Reduction and Late Merge Signing project was published. The field study focused on the measure of right lane utilization (RLU), as the goal of a late merge is to use all lanes up to the merge point. Overall, the late merge signs that were installed increase RLU at the merge point and the upstream intersection. While RLU increased overall, considerable variation occurred across and within the individual test sites. The results indicated that several of the factors that varied across the test sites (e.g., use of merge arrow pavement markings, and the presence of driveways and businesses on the right side of the road) influenced RLU.  |
| **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).**None at this time. |

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| **Potential Implementation:** All results from the Traffic Control Devices Pooled Fund Study are considered by FHWA for inclusion in subsequent MUTCD versions and interim approvals. |