**TRANSPORTATION POOLED FUND PROGRAM**

**QUARTERLY PROGRESS REPORT**

Date: 11 October 2011

Lead Agency: 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 #**TPFS 5(161) | **Transportation Pooled Fund Program - Report Period:**□Quarter 1 (January 1 – March 31)□Quarter 2 (April 1 – June 30)**xx** Quarter 3 (July 1 – September 30)□Quarter 4 (October 1 – December 31) |
| **Project Title:****Highway Infrastructure Security and Emergency Management Professional Capacity Building** |
| **Name of Project Manager(s):****Dan Ferezan** | **Phone Number:****202-366-0507** | **E-Mail****dan.ferezan@dot.gov** |
| **Lead Agency Project ID: ATPFS 5(161)** | **Other Project ID (i.e., contract #):****N/A** | **Project Start Date: 2008** |
| **Original Project End Date: 2012** | **Current Project End Date: 2012** | **Number of Extensions: 0** |

Project schedule status:

**xx** 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** |
| $480,000.00 | ~$420,000.00 | ~80% |

***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** |
| See funding information in project description below | ~$29,700.00 | N/A |

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| **Project Description**:This is an unusual project. Donors asked for training products in the areas of Highway Infrastructure Security and Emergency Management. This resulted in the conduct of a solicitation and subsequent award of five separate contracts todevelop each of the five products. The products were developed sequentially in a priority designated by the donors. This priority reflected importance of the training product and assured funding would be available for all products.Products and their current status are:• Product 1 (Organization roles and missions): Completed in December 2009.• Product 2 (Evacuation Principles): In pilot testing. Expected delivery is December 2011.• Product 3 (HSEEP for DOTs): Based upon recommendation of project manager and approval of donors this project was cancelled and replaced with Project 6. • Product 4 (NIMS for Frontline Transportation Workers): Completed in September 2009.• Product 5 (Component Level Risk Management Introduction/Familiarization): Completed in November 2010. • Product 6 (Security and Emergency Management Considerations for Highway Planners): Product is under development. Expected delivery is February 2012.There is approximately $60,000.00 of the original $480,000.00 remaining to complete product 6. PFS funds for product 2 (~$92,226.00) have been expended and FHWA funding is being used to complete the product.  |

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| **Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):**Product 2: Completed technical review of pilot ready presenter files, complete with narration. Recruited initial group for pilot testing and conducted pilot test. Initiated recruitment of second group for pilot testing.Product 6: Conduct start of work meeting and initiated work. Initiated discussions with State DOT and MPO practitioners. Completed preliminary research and analysis. |
| **Anticipated work next quarter**:Product 2: Complete pilot testing, make adjustments, and deliver the product.Product 6: Develop and review draft tool. Obtain comments from State DOT and MPO practitioners. |

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| **Significant Results:**Product 2: Pilot testing underway.Product 6: preliminary research and analysis completed. Tool development initiated. |
| **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).**Product 2: N/AProduct 6: N/A |

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| **Potential Implementation:** Training material will be available for use as follows:Product 2: December 2011.Product 6: February 2012. |