



Memorandum

Research and Special Programs Administration

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To: Bill Zaccagnino, FHWA
Dan Leonard, PENNDOT
Beth Bieryla, PENNDOT

Cc: Tommy Nantung, Indiana DOT; Lonnie Hendrix, Arizona DOT

From: Rachel Winkeller, Project Manager, USDOT/Volpe Center

Date: June 22, 2004

Subject: Status Report (May 2004)

1. Background

By means of Project Plan Agreement HW-2M, the USDOT's Volpe Center (Volpe) is supporting the Federal Highway Administration (FHWA) and the Pennsylvania Department of Transportation (PENNDOT) in developing a Pennsylvania Transportation Security Plan. The purpose of this report is to document the status of work performed and planned and of the funds used, as well as to register issues that need resolution.

2. Work Performed in Reporting Period (May 2004)

The major tasks completed during May include the following:

- Continued to obtain feedback from PENNDOT and revise recommendations for "Good," "Better," and "Best" planning scenarios for a PENNDOT security program;
- Began writing supporting documentation for recommendations and developing rough order-of-magnitude cost estimates;

- Worked with PENNDOT to agree on a format for recommendations;
- Continued work on revising the draft report on *Effective Practices in State DOT Security Planning*.

3. Work Expected in Next Reporting Period (June 2004)

The major tasks expected to be accomplished during June include the following:

- Continue to obtain feedback from PENNDOT staff and to incorporate comments on recommendations for "Good," "Better," and "Best" planning scenarios for a PENNDOT security program;
- Prepare instruction sheet for review of recommendation tables by PENNDOT staff;
- Facilitate and document meeting with PENNDOT staff to receive feedback on recommendations and high priority actions to pursue;
- Continue writing supporting documentation for recommendations and developing rough order-of-magnitude cost estimates.

4. Issues to be Resolved

- None for this period.

5. Financial Information (in thousands)

Below is an accounting of the funds expended as of the end of May.

Category	Funds Expended as of April 04	Current Month	Year To Date	Funds Remaining
Labor/OH	\$98.8	\$10.0	\$109.0	
Travel	12.1	\$1.7	13.8	
Contracts & Other*	49.1	\$3.9	53.0	
TOTAL	\$160.0	\$15.8	\$175.8	\$82.5