**TRANSPORTATION POOLED FUND PROGRAM**

**QUARTERLY PROGRESS REPORT**

Lead Agency: **Utah Department of Transportation**

**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 #**  **TPF-5(394)** | | **Transportation Pooled Fund Program - Report Period:**  \_ Quarter 1 (January 1 – March 31, 2020)  \_ Quarter 2 (April 1 – June 30, 2020)  **x Quarter 3 (July 1 – September 30, 2020)**  \_ Quarter 4 (October 1 – December 31, 2020) | |
| **Project Title:**  **Western Maintenance Partnership – Phase 3** | | | |
| **Name of Project Manager(s):**  Daniel Page | **Phone Number:**  801-965-4120 | | **E-Mail**  dpage@utah.gov |
| **Lead Agency Project ID:**  CID: 42092, PIN: 17384 | **Other Project ID (i.e., contract #):**  Consultant contract # 21-8137 | | **Project Start Date:**  January 2019 (pooled fund)  August 12, 2020 (contract start) |
| **Original Project End Date:**  June 2024 (pooled fund)  Dec. 31, 2020 (end of contract scope) | **Current Project End Date:**  June 2024 (pooled fund)  Dec. 31, 2020 (end of contract scope) | | **Number of Extensions:** |

Project schedule status:

­**X** 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** |
| Total pledged funds = $90,000.00  Current funds = $80,000.00 obligated  (incl. $15,000 non-federal from previous TPF study)  Remaining funds = $79,510.13  Consultant contract amount: $9,225.00 | Contract management: $489.87  Consultant invoices: $0.00  Conf./travel support: $0.00  Total: $489.87 | N/A |

***Quarterly*** Project Statistics:

|  |  |  |
| --- | --- | --- |
| **Total Project Expenses**  **and Percentage This Quarter** | **Total Amount of Funds**  **Expended This Quarter** | **Total Percentage of**  **Time Used to Date** |
| This Quarter = 1%  Total Project = 1% | Contract management: $412.44  Consultant invoices: $0.00  Conf./travel support: $0.00  Total: $412.44 | 31% |

|  |
| --- |
| **Project Description**:  In the 1980's the Rocky Mountain Maintenance Tour established a highly effective forum for the exchange of information, techniques, policies and strategies for the maintenance of the Highway System. Since that time the role of Maintenance as a critical element in the overall management of the State Highway infrastructure has increased. Most Maintenance managers have been completely replaced since the ending of the Rocky Mountain Maintenance Tour. The primary focus has also shifted from new construction and major rehabilitation to more attention to infrastructure preservation and asset management via cost effective maintenance. Reactive maintenance alone is not adequate to overcome the challenges of rapid deterioration of roads, considering aging of the infrastructure and growing economic constraints.  The Western Maintenance Partnership (WMP) previously ran from 2006-2014 as TPF-5(145), and from 2015-2019 as TPF-5(312). This 5-year continuation of the WMP will pool the efforts of the participating agencies to provide a focused look at Maintenance, and will partner with WASHTO states to share experiences, innovations, expertise and solutions to the complex management of highway assets. Maintenance issues include policies, practices, specifications, field investigations, applied research, materials, and training. It is expected that a roundtable and sharing of field experience via hands on demonstration of features will be key elements of the annual meetings.  Objectives:  The purpose of the Western Maintenance Partnership (WMP) continuation is to provide a partnering forum for promoting effective maintenance strategies through the following objectives:   * Provide travel reimbursement funds for an annual meeting (WASHTO Committee on Maintenance) and a multi-day annual workshop/scan tour, for discussion and exchange of information and knowledge about each state's maintenance program. * Provide a means to define, support and share technology of mutual interest. * Provide funds for formal training presentations during the annual workshop. * Provide funds for management support of WMP. * Provide funds for special studies, investigations, research and training.   Scope of Work:  The minimum funding contribution is needed to:   * Provide travel reimbursement funds for an annual meeting (WASHTO Committee on Maintenance) and a multi-day annual workshop/scan tour, for discussion and exchange of information and knowledge about each state's maintenance program. * Provide funds for formal training presentations during the annual workshop. * Provide a forum to define, support and share technology of mutual interest. * Implement task orders, as designated by the WMP members. * Provide funds to manage the WMP's operations and to maintain a web site that would display meeting reports, state guidelines and specifications. |

|  |
| --- |
| **Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):**  For consideration by the FHWA Utah Division Office and the WASHTO SCOM, UDOT prepared a draft proposal of a policy for the WASHTO SCOM to use for future travel reimbursement through this pooled fund study. It is a combination of GSA rules and the State of Utah's Finance Travel policy.  The 2020 WASHTO SCOM Conference has been postponed to October 2021 due to COVID-19 related restrictions on travel and meetings. |
| **Anticipated work next quarter**:  UDOT will hold virtual meetings as needed with FHWA and a few WASHTO SCOM members to discuss the status of the WASHTO SCOM Conference planning and consider additional ways to use the pooled fund resources in the near-term since the conference has been postponed to 2021. We will also be hosting our annual business meeting this October.  Transfer of funds from the pooled fund to the WASHTO SCOM checking account for the preparation of the 2021 conference will continue to be evaluated as the funds planned for the 2020 Conference remain.  Partner states’ travel expenses to attend the 2021 SCOM Conference can be reimbursed through the pooled fund. Those states that want to request travel reimbursement should contact Danny Page of UDOT Maintenance at [dpage@utah.gov](mailto:dpage@utah.gov).  We request that participating states post their funding commitments on the TPF website and transfer their 2019-2021 commitment amounts to UDOT: <https://www.pooledfund.org/Details/Study/647>  Contact David Stevens of UDOT Research & Innovation at [davidstevens@utah.gov](mailto:davidstevens@utah.gov) if you have questions about funding transfers. |

|  |
| --- |
| **Significant Results:**  Plan on continuing support for the Annual WASHTO SCOM Conference. |
| **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).**  The 2020 WASHTO SCOM Conference was postponed to 2021 due to COVID-19 related restrictions on travel and meetings. Alternate ways of using the pooled fund resources in the near-term will be considered by UDOT and the WASHTO SCOM.  The WASHTO SCOM is in need of a business meeting to address matters as they pertain to the leadership of the SCOM. A business meeting has been scheduled for October of 2020 to vote on and confirm new leadership for the SCOM as a new Chairman and Vice Chairs need to be voted in. As it now stands, the AASHTO SCOM has an interim Chair and no Vice Chairs.  The fund is solvent and continues to receive pledges from member states on the new study number. If a member state has pledged funding to the pooled fund, please make arrangements for the funds to be transferred to UDOT for the current year. Thanks to all of the member states that have helped make this pooled fund a success at this time. |

|  |
| --- |
| **Potential Implementation:**  Member states analyze and implement numerous ideas from the WASHTO SCOM conference. Some of the implemented items include:  Training programs  Winter road condition reporting  Performance metrics and measures  Equipment innovations and maintenance |