

## TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Mississippi 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.*

<b>Transportation Pooled Fund Program Project #</b> <i>(i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))</i>  TPF-5(390)	<b>Transportation Pooled Fund Program - Report Period:</b> <input checked="" type="checkbox"/> Quarter 1 (January 1 – March 31) <input type="checkbox"/> Quarter 2 (April 1 – June 30) <input type="checkbox"/> Quarter 3 (July 1 – September 30) <input type="checkbox"/> Quarter 4 (October 1 – December 31)	
<b>Project Title:</b> Institute for Trade and Transportation Studies (ITTS)		
<b>Name of Project Manager(s):</b>	<b>Phone Number:</b>	<b>E-Mail</b>
<b>Lead Agency Project ID:</b> 2019 ITTS IDIQ Master Contract	<b>Other Project ID (i.e., contract #):</b>	<b>Project Start Date:</b> 12/6/2018
<b>Original Project End Date:</b> 12/6/2023	<b>Current Project End Date:</b> 12/6/2023	<b>Number of Extensions:</b> 0

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
\$1,114,400.00	\$219,307.37	

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date

## **Project Description:**

The purpose of ITTS is to support member states in developing their competitive advantages to capture trade opportunities and economic benefits through improved transportation planning, investments, collaboration, and operations.

ITTS provides the following services towards achieving its purpose.

- Provide a platform for regional collaboration
- Inform members of current and anticipated freight trends
- Develop effective freight planning tools for member states
- Identify and nurture close and collaborative working relationships with relevant federal and state agencies, associations, academic institutions, and private sector firms, to keep abreast of developments in freight planning and trade, and to enhance the outcomes of work on common interests
- Assist member state DOTs to integrate freight planning into their core business procedures
- Partner with other organizations, including, but not limited to, public agencies, private firms, multi-state coalitions, and industry associations, to advance freight planning through research and collaboration

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

### ***Meetings***

- ITTS Monthly Status/Technical Advisory Committee Meetings
- FFY2020 Work Plan Project #1 – ITTS Freight in the Southeast Virtual Conference Progress Meetings
- FFY2020 Work Plan Project #2 – ITTS Website Update Progress Meetings
- FFY2020 Work Plan Project #3 – Freight Investment Performance Metrics Progress Meetings

### ***Work Plan Status/Progress***

- FFY2020 Work Plan Administration – Coordination with the Technical Advisory Committee/steering committees/consultants for the following work plan projects included meetings/communications/activities as follow
  - Project #1 – ITTS Freight in the Southeast Virtual Conference
    - Continued and completed conference planning task
    - Completed conference registration task
    - Initiated and completed conference execution task for February Virtual Conference Sessions
    - Continued conference documentation task
  - Project #2 – ITTS Website Update
    - Continued documentation task
  - Project #3 – Freight Investment Performance Metrics
    - Completed literature review task
    - Completed case studies of before/after evaluations for freight investments task
    - Continued freight performance measurement framework/guidebook task
- FFY2021 Work Plan Execution – Coordination with the Technical Advisory Committee/steering committees/consultants/MDOT Consultant Services Unit included the following
  - Project #1 – Regional Freight Bottleneck Assessment
    - Started work assignment contract initiation
  - Project #2 – Freight Impact on Economic Investment – Phase I
    - Started work assignment contract initiation
  - Project #3 – LATTTS Update – Phase I
    - Started work assignment contract initiation

## **Anticipated work next quarter:**

### **Meetings**

- ITTS Monthly Status/Technical Advisory Committee Meetings
- FFY2020 Work Plan Project #1 – ITTS Freight in the Southeast Virtual Conference Project Meetings
- FFY2020 Work Plan Project #2 – ITTS Website Update Project Meetings
- FFY2020 Work Plan Project #3 – Freight Investment Performance Metrics Project Meetings
- FFY2021 Work Plan Project #1 – Regional Freight Bottleneck Assessment Project Meetings
- FFY2021 Work Plan Project #2 – Freight Impact on Economic Investment – Phase I Project Meetings
- FFY2021 Work Plan Project #3 – LATTTS Update – Phase I Project Meetings

### **Work Plan Activities**

- FFY2020 Work Plan Administration – Continue coordination with the Technical Advisory Committee/steering committees/consultants as follow
  - Project #1 – ITTS Freight in the Southeast Virtual Conference
    - Complete conference documentation task
  - Project #2 – ITTS Website Update
    - Complete documentation task
  - Project #3 – Freight Investment Performance Metrics
    - Complete freight performance measurement framework/guidebook task
- FFY2021 Work Plan Execution & Administration – Continue coordination with the Technical Advisory Committee/steering committees/consultants/MDOT Consultant Services Unit as follow
  - Project #1 – Regional Freight Bottleneck Assessment
    - Complete work assignment contract initiation
    - Initiate project task(s) accordingly
  - Project #2 – Freight Impact on Economic Investment – Phase I
    - Complete work assignment contract initiation
    - Initiate project task(s) accordingly
  - Project #3 – LATTTS Update – Phase I
    - Complete work assignment contract initiation
    - Initiate project task(s) accordingly

## **Significant Results:**

### **Work Plan Activity/Project Deliverables**

- FFY2020 Work Plan Project #1 – ITTS Freight in the Southeast Virtual Conference
  - Executed February Virtual Conference Sessions
- FFY2020 Work Plan Project #3 – Freight Investment Performance Metrics
  - Developed Literature Review and Notable Practices Memo
  - Developed Case Study Technical Memo

**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:**