**TRANSPORTATION POOLED FUND PROGRAM**

**QUARTERLY PROGRESS REPORT**

Lead Agency (FHWA or State DOT): \_\_\_\_\_\_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 #**  *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) | |
| **Project Title:**  **Traffic Control Devices Pooled Fund Study** | | | |
| **Name of Project Manager(s):**  Laura Mero, FHWA Bryan Katz | **Phone Number:**  (202) 493-3377 (703) 754-0248 | | **E-Mail**  [Laura.Mero@dot.gov](mailto:Laura.Mero@dot.gov) [Bryan.Katz@toxcel.com](mailto:Bryan.Katz@toxcel.com) |
| **Lead Agency Project ID:**  TPF-5(447) | **Other Project ID (i.e., contract #):** | | **Project Start Date:** October 1, 2002 |
| **Original Project End Date:**  N/A Continuing Effort | **Current Project End Date:** | | **Number of Extensions:** |

Project schedule status:

🗷 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** |
| Values indicate total commitments  2016 – $325,000  2017 – $375,000  2018 – $290,000  2019 – $335,000  2020 – $335,000  2021 – $405,000  2022 – $440,000 | Ongoing Project (N/A) | Ongoing Project (N/A) |

***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** |
| Ongoing Project (N/A) | 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 Previous contractor support team:   * Planned and held the Q4 meeting and distributed meeting minutes. * Revised problem statements for selected research ideas from Q3 meeting and presented them to members. * Held bi-weekly meetings   Current contractor support team:   * Coordinated with FHWA and held a transition meeting with FHWA to discuss the status of the TCD PFS. * Coordinated with FHWA and held the Kickoff Meeting for contract initiation; submitted draft and final Kickoff Meeting slides and agenda. Submitted Kickoff Meeting minutes to FHWA. * Set up bi-weekly meetings with FHWA to discuss the status of the task order and began attending bi-weekly meetings. * Developed a template for tracking Action Items and Activities (to be used to track progress and discussion points for the biweekly meetings). * Provided monthly progress reports to the TOCOR. * Set up an internal Microsoft Team to facilitate planning and sharing of information with the TOCOR. Set up a task list on the Team to track internal deliverables. * Revised the internal TCD PFS contact list to reflect the change to the Kansas representative; touched base with the new representative. * Confirmed that appropriate contractor staff were added to the email group. * Coordinated with the TOCOR to obtain access to the TCD PFS Microsoft Team. * Began coordinating with TOCOR to determine the timeframe for holding the Q1 virtual meeting. * Began discussions with TOCOR about when to hold the Annual Meeting. * Reviewed the two problem statements and received feedback (due 12/30/2022) from TCD PFS project champions on the problem statements. * Confirmed that appropriate contractor staff have access to the webpage on pooledfund.org * Reviewed relevant information (e.g., Annual Meeting Minutes and other documents sent by TOCOR) pertaining to the status of the Charter and organized a meeting to discuss the Charter.   **Pedestrian Signing at Unsignalized Crossings**   * The research team provided FHWA with the outcome letter from the initial IRB application. * The research team gathered feedback from the TCD PFS members on geometric configuration and signs for   the internet test.   * The research team submitted the Task 2 Tech Memo including literature review, draft list of signs, and draft list of roadway characteristics. * The research team received comments from FHWA and TCD PFS representatives on the Task 2 Tech Memo and began developing material in response to comments. * Arranged to gather feedback on potential signing during the NCUTCD annual meeting in January. * Held bi-weekly meetings with the research team and FHWA to discuss project activities.   **Evaluation of Advisory Exit and Ramp Speed Signs**   * The research submitted the draft work plan. * The research team revised the work plan based on comments received from FHWA and the project champions. * The research team submitted the final work plan. * The research team obtained feedback from the TCD PFS representatives on what geometric configurations should be included in the laboratory study. * The research team began developing the visualizations for the laboratory study. * Held bi-weekly meetings with the research team and FHWA to discuss project activities.   **Sign Guidance for Zipper Merge**   * The research team revised the data analysis to account for traffic volumes. * The research team submitted the draft technical brief. * Held bi-weekly meetings between the research team and FHWA to discuss project activities.   **Evaluation of Additional Alternatives of and Arrow Sizes for Overhead Arrow-per-Lane Guide Signs**   * The research team has submitted the draft technical report. * The research team has submitted the final technical report with all comments addressed. * The research team has submitted the publication package. |
| **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 providing monthly progress reports. * Submit the draft Q4 progress report; post the approved Q4 progress report. * Check for discrepancies in the contact list and email group (i.e., Division Offices). * Complete a full check of the contact list to ensure accuracy. * Continue to maintain and/or upload documents (as appropriate) to the contact list, email group, and Microsoft   Teams private team.   * Contact TCD PFS members to obtain availability for the Q1 virtual meeting. * Schedule Q1 virtual meeting, provide an agenda, develop appropriate materials for the meeting,   and hold the Q1 meeting. Develop and provide meeting minutes.   * Develop a draft schedule for the base year (rough draft developed by end of January). * Continue coordinating with TOCOR to determine timeframe for the annual meeting. * Revise problem statements and present them at the Q1 meeting. Facilitate voting on which problem statement   the TCD PFS representatives would like to move forward.   * Upload documents to/update the TCD PFS website, as appropriate. * Attend meeting to discuss the status and direction of the Charter. * Revise the Charter and have draft Charter revisions ready by the Q1 meeting. * Support FHWA with outreach or other tasks, as needed and identified by the TOCOR. * Begin developing draft outreach plan for discussion with TOCOR.   **Pedestrian Signing at Unsignalized Crossings**   * The research team will continue refining the Task 2 Tech Memo and submit a revised version. * The research team will gather feedback on the project during the NCUTCD Annual Meeting in January   (Specifically at the Pedestrian Task Force and the Regulatory and Warning Signs Technical Committee meetings).   * The research team will participate in meetings (e.g., bi-weekly meetings with FHWA and NCUTCD groups,   as needed).   * The research team will submit the draft work plan.   **Evaluation of Advisory Exit and Ramp Speed Signs**   * The research team will finalize the stimuli development for the laboratory study. * The research team will obtain IRB approval for the laboratory study. * The research team will pilot test the laboratory study and begin running participants.   **Sign Guidance for Zipper Merge**   * The research team will address comments received from FHWA on the draft technical brief. * The research team will submit the revised technical brief.   **Evaluation of Additional Alternatives of and Arrow Sizes for Overhead Arrow-per-Lane Guide Signs**   * The research team will address comments from the FHWA publication team. |

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| **Significant Results:**  Past projects have led to significant results and changes that were incorporated into the 2009 MUTCD, particularly from the Symbol Sign, Arrow Per Lane Guide Signs, and Roundabout Signing studies. Recent studies are being considered by the MUTCD for incorporation into the next MUTCD.  The “Overhead Arrow Per Lane (OAPL)” project is substantially complete and resulted in several findings. Sign comprehension (measured in response times and lane choice accuracy) was found to have a slight difference among alternate signs. No sign was found to be performing significantly poorer than the other signs. Full-sized OAPL sign was found to perform better than the alternate signs. Careful attention should be given to the magnitude of differences among signs and how much impact that may have on the roadway of interest. |
| **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. |

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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. |