

TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Date: 9/30/2011

Lead Agency (FHWA or State DOT): Missouri 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 # <i>(i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))</i> TPF-5(237)	Transportation Pooled Fund Program - Report Period: <input type="checkbox"/> Quarter 1 (January 1 – March 31) <input type="checkbox"/> Quarter 2 (April 1 – June 30) <input checked="" type="checkbox"/> Quarter 3 (July 1 – September 30) <input type="checkbox"/> Quarter 4 (October 1 – December 31)	
Project Title: Transportation Library Connectivity and Development Pooled Fund Study		
Name of Project Manager(s): Maggie Sacco, HS InFocus LLC	Phone Number: 608-215-0272	E-Mail msacco@hsinfocus.com
Lead Agency Project ID: TRyy1127	Other Project ID (i.e., contract #):	Project Start Date: 04/01/2011
Original Project End Date: 09/30/2013	Current Project End Date: 09/30/2013	Number of Extensions: 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
\$419,037	\$166,888	33%

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$24,225	\$24,225	28%

Project Description:

Traditionally, a small group of libraries have been responsible for providing information service within the transportation community. Yet, today a vast amount of industry information is not collected or posted to the internet without a management plan. Recognizing this, a national effort has been made over the past five years to advocate for the development of improved library and information centers.

Unfortunately, stakeholders have been hampered by time and funding constraints. To overcome these constraints, this Transportation Pooled Fund (TPF) supports and evaluates collaborative library development. It also enhances existing efforts to develop a national transportation information infrastructure using Transportation Knowledge Networks (TKNs). Library services can be supported locally, but collaboration allows for shared problem solving, resources as well as potential time and cost savings through best practices, defrayed costs and collective purchasing power.

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

- Nevada DOT has been approved to join TPF-5(237) for FFY 2012. The consultant has maintained communication with NVDOT throughout the quarter and provided guidance, documentation technical assistance in preparation for pooled fund participation;
- OCLC Cataloging, Resource Sharing and Access subscriptions we paid for New York, California, New Mexico, Idaho, Ohio, Missouri and Oregon. A total of \$16,973 was saved by states in FFY2011 by using pooled funds to subsidize these essential subscription services;
- Planning for the FFY2011 annual meeting took place this quarter;
- Member library statistics continued to be reported and systematically collected for future project use;
- Four special information projects proposed by members and partners were selected this quarter: TKN Web Services (subcontracted this quarter), New Acquisitions Awareness (partner project with National Transportation Library), Subscription Evaluation and Purchase, Return On Investment Study.
- Continued outreach and marketing to prospective pooled fund members and stakeholders; added Northwestern University Transportation and Federal Highway Administration to TPF-5(237) ex officio member/partners;
- Reimbursements and final accounting for SLA travel June 11-15, 2011 were completed;
- Travel arrangements were made and paid for the Midwest TKN annual meeting in Ames, Iowa and the consultant participated in the program
- Subcontracting process for Illinois cataloging projects continued;
- Managed New Mexico cataloging project through monthly reporting and communication with member and subcontractor;
- Selected candidate, developed work plan, obtained subcontract approval for North Carolina DOT cataloging project;
- Attended regional TKN teleconferences, monthly NTL Transportation Librarians Roundtables and relevant meetings
- Web site development continues. All members and partners have been registered to participate and collaborate online.

Anticipated work next quarter:

- Create and implement an NTKN marketing plan that coordinates NTL, NTKN, regional TKNs and the pooled fund;
- Investigate and coordinate special project for subscription access for Oregon DOT (individual member project) and group access to selected resource. Evaluation of resources within budget will begin at the FFY2011 annual meeting;
- Continue developing and updating the Web site, develop project resources and librarian resources page, develop statistical reporting tool;
- Continue facilitating subcontracting process and managing selected individual member and group projects,
- Coordinate development of partnership and project scope with NTL on selected project, RFP and subcontract;
- Facilitate development of ROI project with project team, develop RFP and subcontract,
- Implement cataloging subscription tools at agreed upon consortium pricing with the Library of Congress;
- Begin planning FFY2012 annual meeting on location;
- Continue management of OCLC subscriptions and payment of invoices;
- Schedule and plan FFY2012 quarterly TAC teleconferences with continuing education and networking opportunities.

Significant Results:

Special projects are underway for individual member libraries in New Mexico, Illinois, and North Carolina to catalog important transportation information and research resources so that they are accessible to researchers and decision makers. The pooled fund lead consultant has coordinated all phases of the project planning and subcontracting.

Group special projects were selected. Through these projects, members will pursue the development of an ROI assessment strategy for transportation information services, develop a unified web presence for the regional TKNs and host email lists for ETKN and WTKN, develop a new acquisitions awareness tool to help librarians share resources and plan collection development more effectively and finally, a project has been selected to investigate and acquire a multisite to a research tool of the TAC's choice. Using pooled funds to pursue these projects will benefit the study partners and the transportation information and research community by increasing access to research tools and materials, improving communication and collaboration and enabling librarians to allocate resources more effectively for their departments.

Web site development has been ongoing to provide members and the transportation library community a central place to access important project information and monitor happenings in the on the TKN landscape. All members and partners are registered users of the WordPress site and many are participating in the collaborative features of the site.

Essential subscription access was maintained by pooled fund payments to OCLC, Inc. These subscriptions are indispensable tools for librarians in providing services to department researchers and decision makers.

The FFY2011 annual meeting was planned and takes place October 19, 2011 as a four-hour Web meeting with featured speakers and a business meeting.

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. The project is on schedule and within budget.

Potential Implementation:

- Cataloging projects for North Carolina and Illinois will be implemented;
- Two new Web sites for the Eastern and Western TKNs and email lists will be developed and launched;
- Further collaborative applications and tools will be added to the project Web site;
- A group subscription to the Library of Congress's Cataloger's Desktop and Classification Web will be purchased and made available to members;
- A group subscription will be implemented for the TAC's choice of an online transportation research resource at a consortium discount and within budget.