

TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Date: 7/31/2012

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 checked="" 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)	
Project Title: Transportation Library Connectivity and Development Pooled Fund Study		
Name of Project Manager(s): Maggie Sacco, HS InFocus LLC	Phone Number: 202-657-6650	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	\$262,768.89	78%

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$43,913.68	\$43,913.68	69%

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.):

- FFY2012 annual meeting planning progressed this quarter. MoDOT (lead state) will host at their St. Louis district office. Programming, lodging and logistics planning are being finalized.
- OCLC Cataloging, Resource Sharing and Access subscriptions were paid for New York, California, and North Carolina, Idaho, New Mexico and Ohio. OCLC subscriptions for Nevada were set up this quarter.
- A 60-day trial subscription to the American Society of Civil Engineers ASCE Library was made available to all members from May 1-June 30, 2012. Statistics were tracked and individual institution reports were provided to the trial participants.
- Four special projects progressed this quarter: TKN Web Services (web sites and listservs up and in development), New Acquisitions Awareness Tool (working with NTL and OCLC), Subscription Evaluation and Purchase (ASCE Library), Return On Investment Toolkit (survey, toolkit development).
- A quarterly TAC meeting was held on April 19, 2012.
- Managed all administrative aspects of the study including six subcontracts (Cataloging (3), Web Services, Copy Editing, Graphics Design/Publishing).
- Travel arrangements and registrations were finalized and paid for the Special Libraries Association conference (July 14-18, 2012).
- Managed all aspects of three cataloging projects (Illinois, New Mexico, North Carolina) through monthly statistical reporting and communication with members and subcontractors.
- Attended regional TKN, TKN chairs, and TKN Workshop meetings.
- Member library statistics continued to be reported and systematically collected for future projects and reporting.
- A Marketing Plan was developed and distributed to members for National Library Week.
- Continued TKN Workshop planning committee work as pooled fund representative.
- New Acquisitions tool exploration continued. Without cooperation from OCLC, the process of searching and manually compiling lists will be fairly labor intensive. Further discussion is required.

Anticipated work next quarter:

- Follow up with TAC and ASCE for a group subscription to the ASCE Library. A substantial discount was negotiated.
- Set up and complete IHS trial, provide training and outreach to member departments.
- Continue developing website, including project and librarian resources and other pages.
- Continue facilitating and managing selected individual member and group projects, including subcontracts and vendor relations.
- Complete travel/logistics/reimbursement for SLA/NTKN attendees.
- Continue annual meeting planning including agenda, speakers, professional development, business meeting and travel.
- Facilitate implementation of OCLC subscriptions for Nevada DOT, continue management of OCLC subscriptions and payment of invoices.
- Coordinate renewal and payment of Library of Congress subscriptions (Cataloger's Desktop, Classification Web).
- Attend the National TKN Workshop in Irvine, CA, July 12-13, 2012 as the pooled fund representative and panel facilitator.
- Arrange guest presenter and facilitate quarterly TAC teleconference on 8/2/2012.
- Attend all regional TKN meetings, chairs meetings and workshop planning committee meetings.
- Finalize programming and logistics for annual meeting September 19-20, 2012, to be held in conjunction with MTKN.
- Serve on NTKN Advisory Board as pooled fund representative attend meetings and report back to pooled fund members.
- Further collaborative opportunities with partner agencies will be explored.
- Keep communication going with agencies interested in FFY2013 membership (Alaska DOT, Portland Cement Association).
- Consult with TAC on pooled fund hosting of the NTKN Cataloging Workgroup's wiki and NTKN web site.
- Decide on New Acquisitions tool process with partner NTL on division of labor and hosting.

Significant Results:

- An ROI toolkit for transportation information services is in development in partnership with the head of the Northwest University Transportation Library. A user survey was completed and the body of the report is nearly complete. A Graphics Designer and Copy Editor have been subcontracted and are working with the project team.
- A two month trial of the ASCE Library was well received by participating DOTs and a significant discount was quoted in negotiations with the vendor.
- A venue and preliminary program for the annual meeting were set. Travel approval support was provided.
- National Library Week activities were planned and executed with the assistance of a marketing plan and materials assist libraries with their celebrations.
- Subscription access was maintained by pooled fund payments to OCLC, Inc. and the Library of Congress. These subscriptions are indispensable tools for librarians in providing services to department researchers and decision makers.
- SLA and NTKN conference logistics were finalized, programs and pooled fund member travel information was

- provided for ease of travel and cost savings.

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 project is on schedule and within budget.

Potential Implementation:

- A group subscription is likely to be enacted for the TAC's choice of an online transportation research resource at a consortium discount and within budget. (ASCE Library or IHS), with access to all staff at member agencies.
- Coordinated regional TKN sites and integration of NTKN web sites and projects will assist with branding and access to transportation information.
- OCLC subscriptions will be enacted for Nevada DOT, adding another transportation library to the TLCat group catalog.
- Professional development opportunities at SLA will be highlighted and shared by attendees with study partners.
- Further collaborative applications and tools will be added to the project Web site.