**TRANSPORTATION POOLED FUND PROGRAM**

**QUARTERLY PROGRESS REPORT**

Date: 11 October 2011

Lead Agency: 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 #**  TPFS 5(161) | | **Transportation Pooled Fund Program - Report Period:**  □Quarter 1 (January 1 – March 31)  □Quarter 2 (April 1 – June 30)  **xx** Quarter 3 (July 1 – September 30)  □Quarter 4 (October 1 – December 31) | |
| **Project Title:**  **Highway Infrastructure Security and Emergency Management Professional Capacity Building** | | | |
| **Name of Project Manager(s):**  **Dan Ferezan** | **Phone Number:**  **202-366-0507** | | **E-Mail**  **dan.ferezan@dot.gov** |
| **Lead Agency Project ID: ATPFS 5(161)** | **Other Project ID (i.e., contract #):**  **N/A** | | **Project Start Date: 2008** |
| **Original Project End Date: 2012** | **Current Project End Date: 2012** | | **Number of Extensions: 0** |

Project schedule status:

**xx** 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** |
| $480,000.00 | ~$420,000.00 | ~80% |

***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** |
| See funding information in project  description below | ~$29,700.00 | N/A |

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| **Project Description**:  This is an unusual project. Donors asked for training products in the areas of Highway Infrastructure Security and Emergency Management. This resulted in the conduct of a solicitation and subsequent award of five separate contracts to  develop each of the five products. The products were developed sequentially in a priority designated by the donors. This  priority reflected importance of the training product and assured funding would be available for all products.  Products and their current status are:  • Product 1 (Organization roles and missions): Completed in December 2009.  • Product 2 (Evacuation Principles): In pilot testing. Expected delivery is December 2011.  • Product 3 (HSEEP for DOTs): Based upon recommendation of project manager and approval of donors this project  was cancelled and replaced with Project 6.  • Product 4 (NIMS for Frontline Transportation Workers): Completed in September 2009.  • Product 5 (Component Level Risk Management Introduction/Familiarization): Completed in November 2010.  • Product 6 (Security and Emergency Management Considerations for Highway Planners): Product is under development.  Expected delivery is February 2012.  There is approximately $60,000.00 of the original $480,000.00 remaining to complete product 6. PFS funds for product 2 (~$92,226.00) have been expended and FHWA funding is being used to complete the product. |

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| **Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):**  Product 2: Completed technical review of pilot ready presenter files, complete with narration. Recruited initial group for pilot  testing and conducted pilot test. Initiated recruitment of second group for pilot testing.  Product 6: Conduct start of work meeting and initiated work. Initiated discussions with State DOT and MPO practitioners. Completed preliminary research and analysis. |
| **Anticipated work next quarter**:  Product 2: Complete pilot testing, make adjustments, and deliver the product.  Product 6: Develop and review draft tool. Obtain comments from State DOT and MPO practitioners. |

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| **Significant Results:**  Product 2: Pilot testing underway.  Product 6: preliminary research and analysis completed. Tool development initiated. |
| **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).**  Product 2: N/A  Product 6: N/A |

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| **Potential Implementation:**  Training material will be available for use as follows:  Product 2: December 2011.  Product 6: February 2012. |