



Research Project Quarterly Progress Report

INSTRUCTIONS

Consultant project managers/principal investigators should complete a quarterly progress report for each calendar quarter, or part thereof, during which project is active. All fields must be completed.

Date: July 31, 2013		Progress Report Number: 1									
Project Title: Montana Weigh-in-Motion (WIM) and Automatic Traffic Recorder (ATR) Strategy		Report Period: <table style="width: 100%; border: none;"> <tr> <td style="border: none;"><input type="checkbox"/> Quarter 1 (January 1 – March 31)</td> <td style="border: none; text-align: right;"><u>Due Date</u> <i>April 30</i></td> </tr> <tr> <td style="border: none;"><input checked="" type="checkbox"/> Quarter 2 (April 1 – June 30)</td> <td style="border: none; text-align: right;"><i>July 31</i></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Quarter 3 (July 1 – September 30)</td> <td style="border: none; text-align: right;"><i>October 31</i></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Quarter 4 (October 1 – December 31)</td> <td style="border: none; text-align: right;"><i>January 31</i></td> </tr> </table>		<input type="checkbox"/> Quarter 1 (January 1 – March 31)	<u>Due Date</u> <i>April 30</i>	<input checked="" type="checkbox"/> Quarter 2 (April 1 – June 30)	<i>July 31</i>	<input type="checkbox"/> Quarter 3 (July 1 – September 30)	<i>October 31</i>	<input type="checkbox"/> Quarter 4 (October 1 – December 31)	<i>January 31</i>
<input type="checkbox"/> Quarter 1 (January 1 – March 31)	<u>Due Date</u> <i>April 30</i>										
<input checked="" type="checkbox"/> Quarter 2 (April 1 – June 30)	<i>July 31</i>										
<input type="checkbox"/> Quarter 3 (July 1 – September 30)	<i>October 31</i>										
<input type="checkbox"/> Quarter 4 (October 1 – December 31)	<i>January 31</i>										
Consultant Name: Western Transportation Institute Montana State University		Consultant Project Manager(s): Jerry Stephens									
Consultant Phone Number(s): 406-994-6113	Consultant E-Mail(s): jerrys@ce.montana.edu	Consultant Project Number: 4W4424									
MDT Project Manager Craig Abernathy	MDT Project Number: 8222	Project Start Date: May 1, 2013									
Original Project End Date: January 31, 2015	Current Project End Date: January 31, 2015	Number of Extensions: None									

Project Schedule Status:

On schedule
 On approved revised schedule
 Ahead of schedule
 Behind schedule

Project Expenses Statistics:

Project Expenses This Quarter	Total Project Expenses to Date	Projected Cost to Date
\$3,464	\$3,464	\$3,464

Percent Over/Under	Total Project Budget	Remaining Total Budget
0	\$204,779	\$201,315

Project Schedule Status (list all tasks with percentage complete, original and revised estimated and actual begin date; original and revised estimated and actual completion date, any outstanding issues, including such items as: schedule, resources, etc.):

Task 0. Project management.

5% complete

Original Estimated Schedule May 1, 2013 to January 31, 2015

Current Estimated Schedule May 1, 2013 to January 31, 2015

No issues

Task 1. Review of the state-of-the-practice.

25% complete

Original Estimated Schedule May 1, 2013 to Sept 30, 2013

Current Estimated Schedule May 1, 2013 to Sept 30, 2013

No issues

Task 2. Description/inventory of current program and program resources.

0% complete

Original Estimated Schedule July 1, 2013 to Oct 31, 2013

Current Estimated Schedule July 1, 2013 to Oct 31, 2013

No issues

Task 3. Description of data collected and factors that influence it.

0% complete

Original Estimated Schedule Sept 1, 2013 to Dec 15, 2013

Current Estimated Schedule Sept 1, 2013 to Dec 15 2013

No issues

Task 4. Identification of current and future data uses/users.

0% complete

Original Estimated Schedule Oct 1, 2013 to Dec 15, 2013

Current Estimated Schedule Oct 1, 2013 to Dec 15 2013

No issues

Task 5. Assessment of whether data needs are being met.

0% complete

Original Estimated Schedule Dec 1, 2013 to Feb 27, 2013

Current Estimated Schedule Dec 1, 2013 to Feb 27, 2013

No issues

Task 6. Review of traffic factor groupings.

0% complete

Original Estimated Schedule Dec 1, 2013 to Apr 31, 2013

Current Estimated Schedule Dec 1, 2013 to Apr 31, 2013

No issues

Task 7. Generation of a methodology for planning/prioritization of future WIM/ATR sites.

0% complete

Original Estimated Schedule Dec 1, 2013 to June 15, 2013

Current Estimated Schedule Dec 1, 2013 to June 15, 2013

No issues

Task 8. Preparation of task reports, final report, project summary report and implementation plan.
0% complete
Original Estimated Schedule Sept 1, 2013 to Oct 31, 2014
Current Estimated Schedule Sept 1, 2013 to Oct 31, 2014
No issues

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

Task 0. Project management.

The project kick-off meeting with the MDT Technical Panel occurred on June 6, 2013 in the Commission Room at MDT Headquarters in Helena, MT. Craig Abernathy reviewed the contract obligations and communication protocols for the project. Jerry Stephens reviewed the Research Plan. Meeting minutes were prepared and submitted to MDT.

Task 1. Review of the state-of-the-practice.

During this reporting period, work began on collecting information on the state-of- the practice for WIM/ATR programs around the country. This information is being critically reviewed and organized for presentation in a task report to be submitted this fall. Work also began on selecting states that will be directly contacted regarding their traffic data collection programs and the specific information that will be asked of them. Draft versions of the questions that will be used were exchanged between MDT and the research team.

Circumstances Affecting Project, Scope, 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 in the agreement, along with recommended solutions to those problems):

None.

Results/Risk/Anything Learned:

Nothing to report at this time.

Anticipated Work Next Quarter:

Task 1. Review of the state-of-the-practice.

Collection of information on the state-of-the-practice from both the literature and direct contact with other state departments of transportation will be completed. A task report summarizing this information will be prepared and submitted to MDT.

Task 2. Description/inventory of current program and program resources.

The research team will be in contact with the TDCA Section during the next reporting period to collect information on its existing programs. Work will begin on documenting this information in a task report.

Task 3. Description of data collected and factors that influence it.

Work will begin documenting a) the underlying nature of the data TDCA Section is collecting, b) the analyses being performed on this data, and c) the various delivery formats subsequently being used.

Potential Implementation, including the party(ies) responsible for implementation, any identified barriers to implementation and a discussion of how these barriers can be eliminated or at least reduced, and the products required for implementation:

Nothing to report at this time.