



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: Oct 31, 2013		Progress Report Number: 2									
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 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 checked="" 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 type="checkbox"/> Quarter 2 (April 1 – June 30)	<i>July 31</i>	<input checked="" 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>
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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
\$26,262	\$29,726	\$29,726

Percent Over/Under	Total Project Budget	Remaining Total Budget
0	\$204,779	\$175,053

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.

10% 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.

90% complete

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

Current Estimated Schedule May 1, 2013 to Oct 11, 2013

Task Report No. 1 was submitted nine days late.

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

50% complete

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

Current Estimated Schedule July 1, 2013 to Nov 15, 2013

It is anticipated that the Task 2 report will be submitted by approximately November 15.

The research team slipped in submitting the Task 1 report, which is expected to cause a subsequent and similar delay in submitting the Task 2 report.

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

25% complete

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

Current Estimated Schedule Sept 1, 2013 to Dec 15 2013

The research team anticipates completing the Task 3 report on time as indicated in the original schedule.

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

10% 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.

10% complete

Original Estimated Schedule Sept 1, 2013 to Oct 31, 2014

Current Estimated Schedule Sept 1, 2013 to Oct 31, 2014

The Task 1 report will be submitted about two weeks late; a similar delay is anticipated for the Task 2 report. The intent is for the Task 3 report to be submitted following the original schedule.

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

Task 0. Project management.

The research team communicated regularly internally in working on Tasks 1 and 2 of the project.

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

During this reporting period,

- a) The questionnaire to be sent to selected states to obtain detailed information on their traffic data collection programs was completed. The questionnaire was sent to seven states (ME, ND, SD, MN, CO, ID and MN). Despite several follow up contacts, only 3 states responded to the questionnaire (ME, ND, SD).
- b) An initial draft of Task Report No. 1 documenting the literature review and questionnaire responses was completed; work was done on finalizing this draft for submission to MDT in early October.

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

Members of the research team traveled to Helena and met with MDT to begin cataloging data collection program components/resources.

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):

The return rate was poor on the Task 1 questionnaire. The questionnaire may be sent to additional states

Results/Risk/Anything Learned:

Anticipated Work Next Quarter:

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

The final draft of Task Report No. 1 will be completed and submitted to MDT. This report will be submitted the second week in October, approximately two weeks behind schedule. This report will be revised and resubmitted upon receipt of MDT's review comments.

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

Work will begin on documenting this information in a task report. It is anticipated that the Task 2 report will be submitted approximately two weeks behind schedule.

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

Work will begin in earnest 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. It is anticipated that this Task Report will be submitted on-schedule in December.

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

The research team will meet with MDT to identify current users of the traffic data they collect. Working with MDT, potential new traffic data users will be identified and contacted relative to the types of information available from the TDCA Section and how it can possibly be used to support their work.

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: