

State of Wisconsin/Department of Transportation
RESEARCH PROGRESS REPORT FOR THE QUARTER ENDING: June 30, 2007

Program: SPR-0010(36) FFY99	Part: II Research and Development
Project Title: Mississippi Valley Freight Coalition Pooled Fund	Project ID: TPF-5(156)
Administrative Contact: Jason Bittner	Sponsor: CFIRE
WisDOT Technical Contact: Sandy Beaupre	Approved Starting Date: 2/1/2007
Approved by COR/Steering Committee: \$137,000	Approved Ending Date: 1/31/2009
Project Investigator (agency & contact): Teresa Adams, Ph.D., Director, National Center for Freight and Infrastructure Research and Education (CFIRE), University of Wisconsin-Madison.	

Description:

Total study budget	Expenditures for current quarter	Total Expenditures to date	Percent Complete
\$137,000	\$44,635.27	\$44,635.27	33%

Progress This Quarter:

(Includes project committee mtgs, work plan status, contract status, significant progress, etc.)

Pooled Fund Deliverables:

- Three Priority Initiatives
 - A Regional Freight Transportation Workshop and Meetings
 - See associated QPR, **MVFC 01**
 - A Logistics Course for the Public Sector
 - See associated QPR, **MVFC 02**
 - The Development of Model Planning Approaches for Freight Transportation
 - See associated QPR, **MVFC 03**
- Website
 - Have continued to make necessary updates to www.mississippivalleyfreight.org, including posting testimony presented to the National Commission; proceedings from the Regional Freight Workshop, which was held in Dearborn, MI, in February 2007; and posting minutes from meetings of the Executive and Technical Committees and the Mississippi Valley Traffic Operations Coalition.
- Coalition Action Plan
 - The Coalition Action Plan consists of the scope of work for each of the Three Priority Initiatives. Project scopes were developed for all three projects. Four addition projects were identified at the Regional Freight Workshop in February. Upon receiving the Technical Committee's recommendation for approval of all four projects, CFIRE staff worked with the Coalition to refine the project into full problem statements, which will become scopes of work with approval from the Executive Committee. Those four projects include...
 - Mississippi Valley Freight Coalition Workshop on Responding to National Transportation Initiatives
 - Planning to Address Regional Freight Bottlenecks
 - Study of Mississippi Valley Clearinghouse of Freight Traveler Information
 - Expanded Truck Parking Facilities
 - The Technical Committee recommended projects for approval by the Executive Committee on June 20th.
- Annual Joint Meeting of All Committees
 - A full text of the proceedings of the 2007 Regional Freight Transportation Workshop and Meetings can be viewed beginning on page three of the CFIRE Newsletter Vol. 1, Issue 1, Spring 2007, which is available at <http://www.wistrans.org/cfire/newsletter/Spring07.pdf>.
- Committee Meetings (at least semi-annual) Executive and Technical Committee meeting minutes can be viewed at <http://www.mississippivalleyfreight.org/>.
 - Executive: Teleconference on Nov. 30, 2006, to bring committee up to date on Coalition activities and for discussion/approval of Three Priority Initiatives, the MVFC Pooled Fund, and Charter – all were approved.
 - Technical:
 - Teleconference on Nov. 16, 2006, consisted of an update on the activities of the Coalition and the results of the Executive Committee meeting on Oct. 29, 2006.
 - Teleconference on Dec. 6, 2006, was an update on the status of the Nov. 30th meeting of the executives.

- Teleconference on June 20, 2007, provided updates on the progress of MVFC 02 and MVFC 03. Four problem statements (listed above under Coalition Action Plan) were recommended for approval.
 - Mississippi Valley Traffic Operations Coalition: (Minutes of the MVTOC can be viewed at <http://www.mississippivalleyfreight.org/traffic.htm>)
 - Consisted of a series of teleconferences throughout late 2006 and early 2007 to refine the prioritization of initiatives to be put in front of Technical Committee at the Workshop in Dearborn as well as the further refinement of the associated problem statements.
- Other business:
 - The MVFC, through the efforts of all ten states at the February workshop, developed testimony to be presented to the National Surface Transportation Policy and Revenue Study Commission at its field hearings in Chicago and Minneapolis on April 18th. That testimony can be viewed at http://www.mississippivalleyfreight.org/files/testimony_final_3-30.pdf.

Work Next Quarter:

- Three Priority Initiatives
 - Work will continue on these projects and will be reported in accompanying quarterly reports.
- Website
 - Will continue to update the MVFC website as needed.
- Coalition Action Plan
 - Will add the following four project scopes of work to the Plan, pending Executive Committee approval.
 - Mississippi Valley Freight Coalition Workshop on Responding to National Transportation Initiatives
 - Planning to Address Regional Freight Bottlenecks
 - Study of Mississippi Valley Clearinghouse of Freight Traveler Information
 - Expanded Truck Parking Facilities
- Annual Joint Meeting of All Committees
 - Will begin discussion location for 2008 meeting.
- Committee Meetings
 - Will continue to meet with all committees via teleconference as needed.
 - Will meet with Executive Committee in Minneapolis in July to gain approval for the four projects listed above.

Circumstances affecting progress/budget:

- None. The work of the Coalition is on time and budget.

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Program: SPR-0010(36) FFY99	Part: II Research and Development
Project Title: 2007 Regional Freight Workshop and Meetings	Project ID: MVFC 01
Administrative Contact: Jason Bittner	Sponsor: CFIRE
WisDOT Technical Contact: Sandy Beaupre	Approved Starting Date: 2/1/07
Approved by COR/Steering Committee: \$57,500	Approved Ending Date: 10/1/07
Project Investigator (agency & contact): Teresa Adams, UW-Madison	

Description:

1. Identify Workshop data and location.
2. Develop an agenda
3. Put together white papers and other reading materials
4. Coordinate presentations
5. Hold Workshop

Total study budget	Expenditures for current quarter	Total Expenditures to date	Percent Complete
\$57,500	\$17,071.12	\$17,071.12	85%

Progress This Quarter:

(Includes project committee mtgs, work plan status, contract status, significant progress, etc.)

1. Identified workshop date and location: February 26-28, 2007 in Dearborn, Michigan.
2. Develop an agenda: Developed an agenda to meet the objectives of the workshop, which are to prepare testimony for the spring 2007 field hearings of the National Surface Transportation Policy and Revenue Study Commission on behalf of the Mississippi Valley Freight Coalition (MVFC). The agenda also is designed to further define the strategic direction of the MVFC and to prioritize near-term projects for the MVFC Pooled Fund.
3. Put together white papers and other reading materials: Assembled reading materials prior to Workshop to prime participants for discussion. Papers include a briefing of the Critical Commerce Corridors Program, a presentation to the National Surface Transportation Policy and Revenue Study Commission on highway and rail freight, and a synthesis of findings from the AASHTO/FHWA Freight Transportation Partnership.
4. Coordinate presentations: Put together a number of presentations from a number state DOT representatives, including Kirk Steudle, Director of Michigan DOT, Ernie Wittwer of Wittwer Consulting, and Teresa Adams, Director of the National Center for Freight and Infrastructure Research and Education (CFIRE).
5. Hold Workshop: Held Workshop as planned. Used Workshop proceedings to make presentations to the National Surface Transportation Policy and Revenue Study Commission, and selected for projects to be conducted under the Pooled Fund. Those projects include, 1) Mississippi Valley Freight Coalition Workshop on Responding to National Transportation Initiatives, 2) Study of the Mississippi Valley Clearinghouse of Freight Traveler Information, 3) Expanded Truck Parking Facilities, and 4) Planning to Address Regional Freight Bottlenecks.

Work Next Quarter:

Continue to close out project.

Circumstances affecting progress/budget:

None.

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Program: SPR-0010(36) FFY99	Part: II Research and Development
Project Title: Logistics for the Public Sector Training Course	Project ID: MVFC 02
Administrative Contact: Jason Bittner	Sponsor: CFIRE
WisDOT Technical Contact: Sandy Beaupre	Approved Starting Date: 3/1/2007
Approved by COR/Steering Committee: \$36,500	Approved Ending Date: 2/28/08
Project Investigator (agency & contact): Teresa Adams, UW-Madison	

Description:

1. Literature review
2. Conduct survey of select state DOT and MPO staff to determine level of logistics knowledge.
3. Develop focus and format for the class
4. Develop course materials
5. Offer course as a dry run
6. Finalize course
7. Offer final course materials and post to the web

Total study budget	Expenditures for current quarter	Total Expenditures to date	Percent Complete
\$36,500	\$24,777.33	\$24,777.33	40%

Progress This Quarter:

(Includes project committee mtgs, work plan status, contract status, significant progress, etc.)

1. Completed interviews of selected DOT and MPO staff
 - a. An online survey was conducted;
 - b. Teleconferences organized;
 - c. Discussions with state/federal DOT, MPO representatives conducted.
2. Completed literature review
3. Completed development of focus and format for the class
 - a. A course outline has been proposed
 - b. Feedback on the proposed outline was collected

Project members and project manager attended the TRB Summer Meetings in Chicago to discuss possibilities of collaborating with FHWA to potentially expand project scope to a national level. Further discussion will likely take place in the future.

Work Next Quarter:

1. Develop course modules
2. Offer a dry run
3. Finalize the course

Circumstances affecting progress/budget:

None.

Gantt Chart:

Task/Month	M	A	M	J	J	A	S	O	N	D	F	M
Interview selected DOT and MPO staff	■	■	■	■								
Literature Review and Summarizing			■	■								
Develop focus and format for the class			■	■								
Develop course materials					■	■	■					
Offer course as dry run								■				
Finalize course									■			
Offer final course										■		
Reporting and Final Products										■	■	■

Task completed

Yet to be completed

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Program: SPR-0010(36) FFY99	Part: II Research and Development
Project Title: Model Planning Approaches for Freight	Project ID: MVFC 03
Administrative Contact: Jason Bittner	Sponsor: MRUTC
WisDOT Technical Contact: Sandy Beaupre	Approved Starting Date: 2/1/07
Approved by COR/Steering Committee: \$43,000	Approved Ending Date: 4/30/08
Project Investigator (agency & contact): Jessica Guo, UW-Madison	

Description:

1. Review and summarize federal guidance and requirements on freight planning at the state and MPO levels.
2. Review existing publications on successful practices of freight planning within MPOs and state agencies.
3. Develop and audio Power Point presentation on the federal guidance and requirements for freight planning.
4. Develop interview questions and an online questionnaire surveying the 10 MVFC state DOTs and major MPOs, including Chicago, SE WI, Detroit, Indianapolis, Twin Cities, Cleveland, Cincinnati, St. Louis, and KC.
5. Conduct telephone interviews and execute the online survey.
6. Create a document summarizing the findings of the interviews and online survey.
7. Develop audio Power Point presentations based on the findings of the online survey and interviews.
8. Based on the outcomes of tasks 2 and 6, identify four organizations that have been most successful in addressing the freight planning challenges faced by the planning agencies in the MVFC region, prepare questions for face-to-face interviews, and then conduct on-site interviews.
9. Develop a guidebook to describe current practices among the MVC agencies and recommend effective freight planning tools and strategies for state DOTs and MPOs.
10. Develop audio Power Point presentations that provide an overview of the guidebook.

Total study budget	Expenditures for current quarter	Total Expenditures to date	Percent Complete
\$43,000	\$2,786.82	\$2,786.82	40%

Progress This Quarter:

(Includes project committee mtgs, work plan status, contract status, significant progress, etc.)

- Task 1 completed.
Reviewed federal guidance and requirements on freight planning at the state and MPO levels.
- Task 2 completed.
Reviewed existing publications on successful practices and the state of the art of freight planning. Identify lead state and MPO planning agencies. Identify questions (and possible answer choices) for an on-line survey of practices, data, tools and processes of freight planning within MPOs and state agencies (Task 4).
- Task 3 in progress.
An audio PowerPoint presentation on federal guidance and requirements for freight planning is being developed.
- Task 4 completed.
Survey questionnaires have been developed for surveying all state DOTs and medium/large MPOs in the nation.
- Task 5 in progress.
On-line surveys have been launched. Some phone-interviewed have been conducted.
- Task 6 in progress.
A draft of the guidebook outline has been developed.

Work Next Quarter:

- To complete an audio PowerPoint presentation on federal guidance and requirements for freight planning as specified in Task 3.
- To complete the on-line survey and telephone interviews as specified in Task 5.
- To summarize findings from the survey and phone-interviews as specified in Task 6.
- To develop audio PowerPoint presentation(s) based on the findings of the on-line survey and interviews as specified in Task 7.
- To conduct on-site interviews with four selected agencies as specified in Task 8.

Circumstances affecting progress/budget:

Preparation of the audio Power Point on Federal guidelines has been delayed due to verification of the accuracy of the summary produced from Task 1. The summary has now been verified against the latest freight planning guidebook published by FHWA. The audio PowerPoint will be produced and completed by August.

Gantt Chart:

Task/Month	2007												2008			
	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	
Review and summarize Federal guidelines	■	■														
Literature review and draft survey	■	■														
Prepare audio PowerPoint on Federal guidelines			■				■									
Prepare interview questions and survey tool			■	■	■											
Conduct telephone interviews and on-line survey				■	■	■	■									
Summarize interview and survey findings. Define course focus and draft outline of guidebook.						■	■									
Prepare audio PowerPoint on findings							■	■								
Prepare and visit planning agencies							■	■								
Write guidebook									■	■	■	■				
Prepare audio PowerPoint on guidebook													■	■	■	