



Center for Advanced
Infrastructure and
Transportation

QUARTERLY PROGRESS REPORT

Project Title:	New Jersey Local Technical Assistance Program Traffic Incident Management Responder Training Support		
RFP NUMBER: 200X-XXX	NJDOT RESEARCH PROJECT MANAGER: Paul Thomas		
TASK ORDER NUMBER: TO XXX / RU Acct 4-3xxxx	PRINCIPAL INVESTIGATOR: Janet Leli		
Project Starting Date: August 15, 2014 Original Project Ending Date: May 15, 2015 Modified Completion Date:	Period Covered: 3rd Quarter 2014		

Task #	Task	% of Total	Fixed Budget	% of Task this quarter	Cost this quarter	% of Task to date	Total cost to date
1	Databases- Instructors and Participants	15.00%	\$ 9,450	25.00%	\$ 2,363	25.00%	\$ 2,363
2	Resource Portal for Trainers	30.00%	\$ 18,900	25.00%	\$ 4,725	25.00%	\$ 4,725
3	NJDOT Support-Logistics	15.00%	\$ 9,450	20.00%	\$ 1,890	20.00%	\$ 1,890
4	Sharepointe Requirements	40.00%	\$ 25,200	10.00%	\$ 2,520	10.00%	\$ 2,520
5		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
6		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
7		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
8		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
9		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
10		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
11		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
12		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
13		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
14		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
15		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
16		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
17		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
18		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
19		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
20		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
	TOTAL	100.00%	\$ 63,000		\$ 11,498		\$ 11,498

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Green text is updated ever quarter

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Project Objectives:

The objective of this project is to support the New Jersey Department of Transportation's role in implementing the Strategic Highway Research Program 2 (SHRP 2) Traffic Incident Management Responder training.

The Federal Highway Administration (FHWA) rolled out a second wave of innovations for its Every Day Counts (EDC) initiative, an effort focused on shortening the time needed to complete highway projects through the use of new technologies and innovative processes. In response to Congress' directive to improve the efficiency and safety of the U.S. highway system, the Federal Highway Administration (FHWA) is offering the first national, multi-disciplinary traffic incident management (TIM) process and training program, which was developed under SHRP 2. The unique training for first responders promotes a shared understanding of the requirements for safe, quick clearance at traffic incident scenes; prompt, reliable and open communications; and motorist and responder safeguards. Governors, transportation leaders and incident response agencies across the country can save lives, time and money by promoting the full-scale deployment of the innovative TIM training program.

The TIM training program focuses on a response effort that protects motorists and responders while minimizing the impact on traffic flow. TIM efforts include detecting, verifying and responding to incidents; clearing the incident scene; and restoring traffic flow. Based on the severity or type of incident, first responders may represent law enforcement, fire, transportation, emergency medical services, public safety, towing and recovery, public works and hazardous materials (HAZMAT) disciplines.

Project Abstract:

The New Jersey Local Technical Assistance Program (NJ LTAP) at Rutgers University is supporting the New Jersey Department of Transportation (NJDOT) Traffic Operation's activities in implementing the TIM training in New Jersey. The NJDOT has an approved implementation plan that has been submitted to the Federal Highway Administration. This document outlines the intended path for providing and documenting TIM training throughout the state, and included the NJ LTAP as a primary partner. This scope of work reflects those activities that are beyond the task of conducting TIM training, which is reflected in the existing CY 2014 New Jersey Local Technical Assistance Program Work Plan.

1. Progress this quarter by task:

Task 1:

- Maintain databases of Traffic Incident Management trainers

Status: Up to date. New Jersey participants from the Mt. Laurel, NJ, Piscataway, NJ, Philadelphia, PA, and Emmitsburg, MD Train the Trainer programs have been recorded.

- Maintain database of 4-hour Traffic Incident Management participants

Status: Collecting and recording attendance records from the training events that have occurred to date.

Task 2

- Resource portal

Status: A sample webpage has been created. A meeting was conducted to brainstorm possible additions and functions of the website. The team has been asked to do some research on options relating to accessibility and domain name.

Task 3

- Support NJDOT Traffic Management with logistics

Status: To date, we have been collecting information regarding training materials, resources, potential record keeping procedures, etc.

Task 4

- National SharePoint data requirements

Status: There have been significant barriers to using SharePoint. FHWA has migrated to a new host site. Access is now possible.

2. Proposed activities for next quarter by task:

Task 1:

- Continue to maintain databases of Traffic Incident Management trainers- September 2014 participants will need to be added.
- Maintain database of 4-hour Traffic Incident Management participants- this will be ongoing.

Task 2

- Resource portal- we will continue to work the team to identify the optimum functions of the website.

Task 3

- Support NJDOT Traffic Management with logistics- the team will continue to work with NJDOT with activities related to the TIM training. It is proposed that an in-person meeting of those who have completed the Train the Trainer program be held, in order to familiarize the instructors with record keeping and scheduling processes and instructor resource materials. If desired, we will facilitate this meeting of trained Trainers. We will also provide instructor materials to the trainers- it is anticipated this will include USB drives with appropriate instructor resources.

Task 4

- National SharePoint data requirements- as collected, data will be uploaded to the federal portal to satisfy FHWA requirements.

3. List of deliverables provided in this quarter by task (product date):

Website Development	August 2014
Website Demo	August 2014
Training Materials Collection	August 2014
Workshop Records Collection and Processing	Ongoing

4. Progress on Implementation and Training Activities:
Please see above

5. Problems/Proposed Solutions:
None

Total Project Budget	\$63,000.00
Modified Contract Amount:	
Total Project Expenditure to date	\$11,498.00



% of Total Project Budget Expended	18.25%	
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NJDOT Research Project Manager Concurrence: _____ Date: _____