

## State Planning and Research Program Quarterly Report

**PROJECT TITLE:** *North American Study on Contracting Snow and Ice Response*

**OBJECTIVES:** The goal of this project is to gain an understanding of the state of the practice in contracting for snow and ice control by state DOTs. To do this, the state of practice, costs, benefits, and lessons learned will be identified and documented using a literature review, survey, and interviews; and developed into a synthesis document to aid and inform winter maintenance decision makers and managers.

**PERIOD COVERED:**

October 1, 2016 – December 31, 2016

**PARTICIPATING AGENCIES:**

Western Transportation Institute, Montana State University – Prime  
Monte Vista Associates LLC, Arizona – Subcontractor  
Applied Research Associates, Inc. - Subcontractor

**PROJECT MANAGER:** Tom Peters

**SP&R PROJECT NO:**

**PROJECT IS:**

**LEAD AGENCY:** Mn/DOT

MnDOT Contract No.  
99006; Work Order 11

Planning  
 Research & Development

**PRINCIPAL INVESTIGATOR:**

Laura Fay

Federal No.  
TPF-5(218)

**ANNUAL BUDGET:**

\$74,983

**PROJECT EXPENDITURES TO DATE:**

\$56,567.09

**WORK COMPLETED:**

**Task 0. Project Management**

A kick-off meeting was held with the project panel via teleconference on Dec 22, 2015 to discuss the proposed work and next steps, and receive comments and suggestions from the panel. A conference call was held on April 27, 2016 to discuss the Task 1 Literature Review and draft survey questionnaire. Management efforts in the quarter included coordinating with the subcontractors and project liaison.

**Task 1: Literature review** (100% completed)

The research team developed the Task 1 Literature Review which was submitted to the project panel for review on March 31, 2016. A meeting with the project panel to discuss the deliverable was held and requested changes to the Task 1 Literature Review were made and submitted for approval. This task was approved following the revision.

**Task 2: Web-based Survey** (100% completed)

The draft survey questionnaire was developed based on information gained from the Task 1 Literature Review and sent to the project panel for review and comment. The web-based survey was created, tested, and disseminated to Clear Roads member states, and via LinkedIn and the Snow and Ice Listserv. A draft survey summary was developed and submitted to the project panel for review and comment. This task has been approved.

**Task 3. Analysis and Documentation** (100% completed)

The draft Analysis and Documentation deliverable was developed based on work completed in the previous two tasks. This deliverable was submitted to the project panel for review and comment, and was approved.

**Task 4. Report Development** (95% completed)

The draft final report was submitted to the project panel on December 5, 2016 for review and comment. Once comments are received the final report will be revised and submitted to the Project Panel for approval.

**Task 5. Final Presentation** (100% completed)

The final report presentation and webinar was held on December 28, 2016. The final report presentation will be included in the Task 4 Final Report as an appendix.

**SUMMARY OF ACTIVITIES EXPECTED TO BE PERFORMED NEXT QUARTER:**

In the next quarter activities will include addressing any comments related to the final report deliverable and resubmitting the revised deliverable to the project panel for approval.

**STATUS AND COMPLETION DATE:**

The project is on schedule and on budget. Completion date – January 2017.