

TPM Pooled fund conference call meeting notes

Date: October 12, 2017

Attendees: Christos Xenophontos RIDOT; Matt Hardy AASHTO; Deanna Belden MnDOT; Daniella Bremer WashDOT; Moses Garcia, TXDOT; Susanna Hughes Reck, FHWA, Rich Taylor, FHWA; Ed Block, Connecticut, Matt Haubrich, Iowa DOT.

1. Task 4 to the pooled fund for a PM3 analytical tool and related technical support - Christos

Matt Hardy gave an overview the draft RFP (RFP Task 4 Tool for PM3 Requirements v3.docx). The idea is to add a task 4 for pooled fund members, giving an option to buy into this task. It would be a web based analytical tool and support for the PM3 measures

Discussion about what kind of work do we want to have done for task 4 and how should we solicit interest from contractors

- First we were considering asking Michael Pack to do the work, thinking there was enough unique expertise there to justify not doing a formal RFP. But this may not be the best approach given the size of the procurement.
- What do we want to provide with task 4? We cannot fund it with the existing pooled fund funding. Optional buy-in for pooled fund and non-pooled fund members. However, if you're not a pooled fund member, expect a hard sell from Christos to join!
- Proposed contract duration is five years.
- There would be a webinar recording available on how to use the tool.

Cost – the current proposal is to have a cost for providing basic access no matter state size; then variable fee based perhaps on the size of the NHS network.

Additional discussion included:

- A question about the other pooled fund project with TTI and Maryland. This is the long standing Mobility Measurement in Transportation (MMUT) pooled fund. It would offer different services than what we are talking about here.
- One concern is the amount of technical support states/MPOs would need. The MPOs have a lot of questions coming in. Might be good to have MPO questions go through the DOT to monitor the amount of technical support being used.
- Perhaps we develop this for the first couple of years and then turn it into AASHTO Ware.
- Equity issues – existing pooled fund would/should offer some guidance for PM3 to assist existing pooled fund members.
- HPMS supplemental guidance is in approval process.
- Additional functionality? The ease in the ability to parse data out/batch load would be helpful. Perhaps this could be addressed in the RFP. The concern is the complexity of different choices and keeping track of who bought into what, but Matt Hardy can include language about functionality in the RFP.

- Should the RFP give an estimate of the number of states who might join so the contractor has an idea of how to do pricing? This is a chicken and egg problem. Those who are bidding have the tool developed already, will likely want to recoup some of the cost, but really don't know what their cost proposal would be. Guidance could provide that the number of pooled fund states could be the baseline for number.
- Perhaps include some sort of economies of scale pricing. Since its unknown, we can include some language about this –the price might be different if we get all states to participate. Again, we are not committing to anything yet – trying to get a better price estimate.

Decision – Matt Hardy and the folks who have been working on the RFP will make some edits to reflect the discussion today. It will go out as an RFI and request cost estimates. Two week turn around. During the contracting process, final costs will be decided.

2. Next part of the agenda- Christos

The pooled fund members need to talk about the trainings we need (TPM in general). For the next call, we can talk about survey results. Matt Hardy and Susanna will be talking next week about training and they can report back on that. Need to answer - from state side, what training is needed and in what timeframe?

Meeting adjourned