

Appendix J: Quarterly Progress Report

Kansas Statewide ITS Plan

Date of Progress Report: _____

Report Completed By: _____

Identification of Projects

1. How many new ITS projects were identified during the last quarter through the following sources?
____ Design Process (883 Process)
____ ITS Unit
____ Other KDOT Bureaus (list) _____
____ Other State Agencies (list) _____
____ Local/Regional Agencies (list) _____
____ Private Sector (list) _____
____ Other (list) _____
____ *Total*
2. How many “ITS Checklists” were completed during the last quarter as part of the 883 Process? _____ #
3. How many of these checklists indicated that ITS could be a viable addition to the project? _____ #
4. Any suggestions for improving the ITS checklist to provide better analysis of ITS potential? _____

Maintenance of the KITS Database

5. Were all of the new ITS projects identified in Q1 added to the KITS database?
____ Y ____ N
6. Were the current database entries reviewed during the month and status changes noted? ____ Y ____ N
7. In what other ways was the database updated during the last quarter?

8. What additional features/information would be useful in maintaining and using the database? _____

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Ranking and Prioritization of Projects

9. How many projects were evaluated using the *Project Screening Criteria Sheet* during the last quarter? _____
10. What changes/additions (if any) should be made to the *Project Screening Criteria Sheet*?

Evaluation

11. Are ongoing projects being evaluated? ____ Y ____ N
12. Are the results of the evaluations being disseminated? ____ Y ____ N
13. What steps could be taken to improve the evaluation of projects and dissemination of information? _____

General

14. Are interagency coordination issues being considered in ITS projects? ____ Y ____ N
15. Are potential public/private partnerships being considered in planning for ITS projects? ____ Y ____ N
- If yes, which projects? _____
16. Have any informal working groups been formed? ____ Y ____ N
- If yes, list the working groups? _____
17. What (if any) significant issues were encountered during the last quarter that may serve as barriers to the expansion of ITS deployments in the State?

18. What were the significant lessons learned during the last quarter?

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ITS Awareness

Quarterly ITS Steering Committee Meeting

Date Held: _____

Number of Attendees: _____

Bureaus and Agencies Represented: _____

Major Outcomes from Meeting: _____

ITS Heartland Meeting(s)

Date Held: _____

Number of Attendees: _____

Organizations/Consultants/Universities Represented: _____

Major Outcomes from Meeting: _____

FHWA Scanning Tours/Training Courses

Name of Tour/Course: _____

Date Held: _____

Number of Attendees: _____

Bureaus and Agencies Represented: _____

Name of Tour/Course: _____

Date Held: _____

Number of Attendees: _____

Bureaus and Agencies Represented: _____

ITS Conferences

Local Conference(s) Attended: _____

Number of Attendees: _____

Presentations Made: _____

National Conference(s) Attended: _____

Number of Attendees: _____

Presentations Made: _____

ITS Brownbags

Number Held: _____

Number of Attendees: _____

Presentations Made: _____

ITS Newsletters

Number of Issues: _____

Articles Written: _____
