



Quarterly Progress Report

Award Information

Title	Award #	Awardee
Smart City Challenge Demonstration	DTFH6116H00013	City of Columbus

Report Information

Date Submitted	Submitted To	Period Covered by Report
July 30, 2017	Kate Hartman	April 2017 - June 2017

Project Scope

Scope Statement
<p>Implementation of the Smart Columbus Smart City Demonstration consisting of 15 projects spread across 2 enabling Technologies and 4 Districts:</p> <ol style="list-style-type: none">1. Columbus Connected Transportation Network (CCTN)<ol style="list-style-type: none">1. Connected Vehicle Environment2. Smart Street Lighting3. Transit Collision Avoidance System2. Integrated Data Exchange (IDE)<ol style="list-style-type: none">4. IDE3. Residential District<ol style="list-style-type: none">5. Common Payment System6. Multi-Modal Trip Planning Application7. Smart Mobility Hubs8. Mobility Assistance for People with Cognitive Disabilities4. Commercial District<ol style="list-style-type: none">9. Connected Electric Automated Vehicles5. Downtown District<ol style="list-style-type: none">10. Delivery Zone Availability11. Enhanced Permit Parking12. Event Parking Management6. Logistics District<ol style="list-style-type: none">13. Truck Platooning14. Oversize Vehicle Routing15. Interstate Truck Parking Availability



Financial Status

Task Financial Summary

Task Financial Summary										
Task	Cost Share			Federal Funding			Total			
	Budget	Costs To Date	Remaining	Budget	Costs To Date	Remaining	Budget	Costs To Date	Remaining	
1 Program Management	\$8,000,000.00	\$0.00	\$8,000,000.00	\$4,086,645.00	\$1,420,222.54	\$2,666,422.46	\$12,086,645.00	\$1,420,222.54	\$10,666,422.46	
2 Communications and Outreach	\$0.00	\$0.00	\$0.00	\$3,369,998.00	\$476,368.47	\$2,893,629.53	\$3,369,998.00	\$476,368.47	\$2,893,629.53	
3 Enabling Technologies (Integration)	\$0.00	\$0.00	\$0.00	\$2,813,720.00	\$0.00	\$2,813,720.00	\$2,813,720.00	\$0.00	\$2,813,720.00	
3a Connected Columbus Transportation Network (CCTN)	\$0.00	\$0.00	\$0.00	\$17,130,004.00	\$119,239.69	\$17,010,764.31	\$17,130,004.00	\$119,239.69	\$17,010,764.31	
3b Integrated Data Exchange (IDE)	\$8,000,000.00	\$0.00	\$8,000,000.00	\$3,077,209.00	\$360,000.00	\$2,717,209.00	\$11,077,209.00	\$360,000.00	\$10,717,209.00	
4 Projects Within the Districts (Implementation)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4a Residential District	\$0.00	\$0.00	\$0.00	\$2,739,632.00	\$177,510.00	\$2,562,122.00	\$2,739,632.00	\$177,510.00	\$2,562,122.00	
4b Commercial District	\$3,000,000.00	\$0.00	\$3,000,000.00	\$925,375.00	\$47,800.72	\$877,574.28	\$3,925,375.00	\$47,800.72	\$3,877,574.28	
4c Logistics	\$0.00	\$0.00	\$0.00	\$4,908,384.00	\$15,189.61	\$4,893,194.39	\$4,908,384.00	\$15,189.61	\$4,893,194.39	
4d Downtown District	\$0.00	\$0.00	\$0.00	\$949,033.00	\$106,462.93	\$842,570.07	\$949,033.00	\$106,462.93	\$842,570.07	
Totals	\$19,000,000.00	\$0.00	\$19,000,000.00	\$40,000,000.00	\$2,722,793.96	\$37,277,206.04	\$59,000,000.00	\$2,722,793.96	\$56,277,206.04	

Costs Incurred vs Budgeted Costs

Costs Incurred vs. Budgeted Costs						
	FEDERAL SHARE		COST SHARE		TOTAL	
	Current Quarter	Cumulative	Current Quarter	Cumulative	Current Quarter	Cumulative
Costs Incurred	\$1,140,717.53	\$2,722,793.96	\$0.00	\$0.00	\$1,140,717.53	\$2,722,793.96
Budgeted	\$1,655,136.00	\$4,965,408.00	\$1,475,000.00	\$4,425,000.00	\$3,130,136.00	\$9,390,408.00
Difference	\$514,418.47	\$2,242,614.04	\$1,475,000.00	\$4,425,000.00	\$1,989,418.47	\$6,667,614.04

Costs Incurred vs Obligated Federal Funding

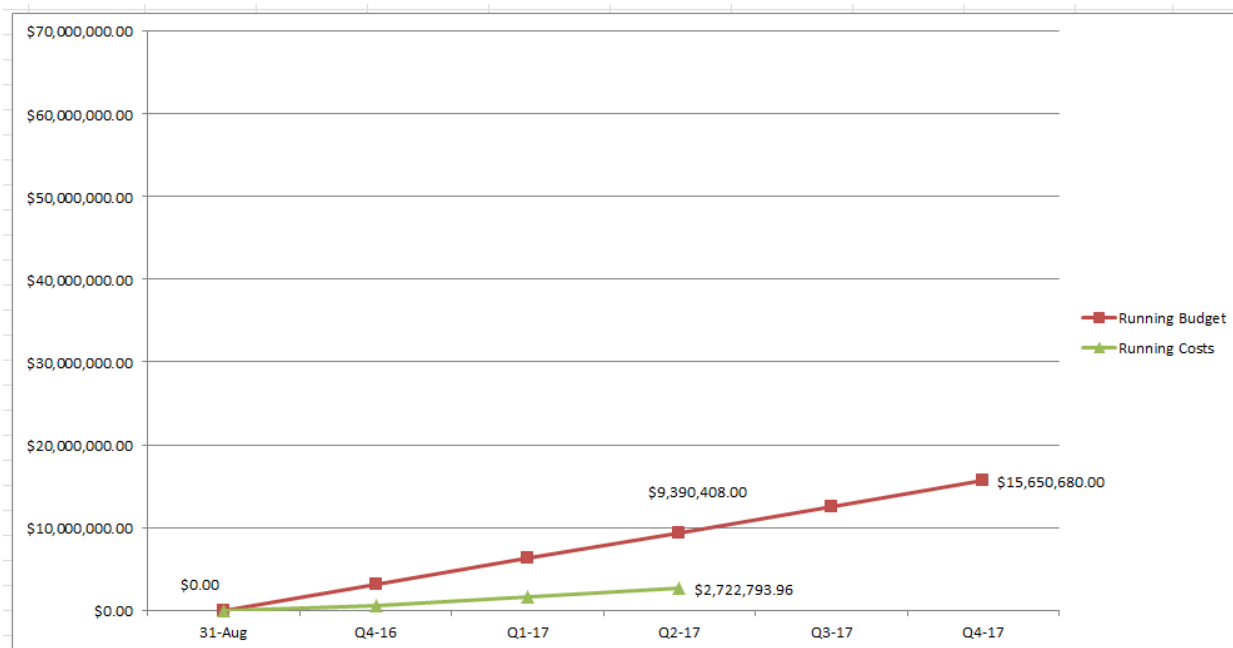
Costs Incurred vs. Obligated Federal Funding	
FEDERAL SHARE	
Cumulative	
Costs Incurred to Date	\$2,722,793.96
Obligated Funding to Date	\$15,000,000.00
Remaining Obligated Funding to Date	\$12,277,206.04
Funding Subject to Availability	\$25,000,000.00



Direct Labor Hours Worked

Direct Labor Hours Worked			
FEDERAL SHARE			
Name	TITLE/Job Classification	Current Quarter	Cumulative
Aparna Dial	Program Manager	298.50	590.00
Randy Bowman	Deputy Program Manager	375.00	996.00
Jeff Ortega	Communications	0.00	269.50
Brandi Braun	Communications	233.00	583.00
Ryan Bollo	Project Manager	417.50	1,393.50
Kevin McSweeney	Management Analyst II	119.00	311.00
Sonja Summer	Student Intern	364.00	649.50
Kevin Retta	Student Intern	405.00	552.00
Andrew Wolpert	Engineer III	501.00	844.00
Abbie Green	Fiscal Assistant I	192.00	192.00
Brandi A. Vance	Management Analyst I	222.50	222.50
Mandy Bishop	Program Manager	0.00	0.00
		3,127.50	6,603.00

Budget vs Cost to Date Summary



Note: There is a significant delta between budgeted costs and costs to date. This delta is a result of two factors: an over estimation of how quickly spend on the project would ramp up when the budget estimates were put together in July of 2016; and an assumption that Non-Federal (cost share) spending would constitute 47% of the budgeted spend (\$5.9M) in the first year of the project. Cost share spending has been zero to this point. This delta will be addressed in the new budget that has been submitted for approval to USDOT for years two through four of the project.



Costs Incurred by Cost Element

Costs Incurred by Cost Element						
Cost Element	FEDERAL SHARE		COST SHARE		TOTAL	
	Current Quarter	Cumulative	Current Quarter	Cumulative	Current Quarter	Cumulative
Direct Labor	\$114,433.67	\$275,967.23	\$0.00	\$0.00	\$114,433.67	\$275,967.23
Fringe Benefits and Insurance Costs	\$44,043.48	\$101,570.47	\$0.00	\$0.00	\$44,043.48	\$101,570.47
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subcontractor Costs - HNTB	\$838,579.96	\$1,893,824.64	\$0.00	\$0.00	\$838,579.96	\$1,893,824.64
Subcontractor Costs - Engage	\$143,660.42	\$451,431.62	\$0.00	\$0.00	\$143,660.42	\$451,431.62
Other Direct Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cost Share - City of Columbus	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cost Share - Ohio DOT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cost Share - Franklin County	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$1,140,717.53	\$2,722,793.96	\$0.00	\$0.00	\$1,140,717.53	\$2,722,793.96

Estimated Cost to Complete

Estimated Cost to Complete Project						
	Task	Original Budget	Cost To Date	Remaining Budget	Estimated Changes Needed to Budget	Estimated Cost to Complete Project
1	Program Management	\$12,086,645.00	\$1,420,222.54	\$10,666,422.46	\$0.00	\$10,666,422.46
2	Communications and Outreach	\$3,369,998.00	\$476,368.47	\$2,893,629.53	\$0.00	\$2,893,629.53
3	Enabling Technologies (Integration)	\$2,813,720.00	\$0.00	\$2,813,720.00	\$0.00	\$2,813,720.00
3a	Connected Columbus Transportation Network (CCTN)	\$17,130,004.00	\$119,239.69	\$17,010,764.31	\$0.00	\$17,010,764.31
3b	Integrated Data Exchange (IDE)	\$11,077,209.00	\$360,000.00	\$10,717,209.00	\$0.00	\$10,717,209.00
4	Projects Within the Districts (Implementation)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4a	Residential District	\$2,739,632.00	\$177,510.00	\$2,562,122.00	\$0.00	\$2,562,122.00
4b	Commercial District	\$3,925,375.00	\$47,800.72	\$3,877,574.28	\$0.00	\$3,877,574.28
4c	Logistics	\$4,908,384.00	\$15,189.61	\$4,893,194.39	\$0.00	\$4,893,194.39
4d	Downtown District	\$949,033.00	\$106,462.93	\$842,570.07	\$0.00	\$842,570.07
	Totals	\$59,000,000.00	\$2,722,793.96	\$56,277,206.04	\$0.00	\$56,277,206.04



DBE Update

DBE Update								
	Company	Original Contract Amount	Modification Amounts	Total Contract Amount	Amount Paid To Date	Minimum DBE Goal	DBE Spend	DBE Spend % (DBE Spend / Invoiced Amount)
1	HNTB	\$400,000.00	\$5,000,000.00	\$5,400,000.00	\$1,055,244.68	15.00%	\$0.00	0.00%
2	Engage	\$125,000.00	\$581,485.00	\$706,485.00	\$451,431.62	15.00%	\$451,431.62	100.00%
	Totals	\$525,000.00	\$5,581,485.00	\$6,106,485.00	\$1,506,676.30	15.00%	\$451,431.62	29.96%

Invoices Submitted

Invoice #	\$ Amount	Date	Notes/Comments
1	\$200,506.41	5/18/2017	Second submission for original rejected amount. Payment received 5/30/17.
2	\$574,229.54	6/6/2017	This request was submitted for 574,229.54 but was approved for 574,299.54. The difference will be included on the next submission. Payment received 6/16/17.
3	\$716,086.22	5/17/2017	Submitted for pre-review before entry into Delphi.

Federal Financial Report

Status
1) See signed copy of the Federal Financial Report.



Schedule Update

Key Tasks/Milestones Completed This Quarter/Milestones Scheduled for Upcoming Quarter

Task Name and Deliverable		Due Date	Status
Task A: Project Management			
	Quarterly Progress Report for 2017 Q1	4/28/2017	Final Delivered
	Project Schedule and Monthly Report Updates for April	4/30/2017	Final Delivered
	Quarterly Progress Report for 2017 Q1 -Revised	5/18/2017	Final Delivered
	Project Schedule and Monthly Report Updates for May	5/31/2017	Final Delivered
	Project Schedule and Monthly Report Updates for June	6/30/2017	Final Delivered
	Quarterly Progress Report for 2017 Q2	7/30/2017	Final Delivered
	Project Schedule and Monthly Report Updates for July	7/31/2017	100% Complete
	Project Schedule and Monthly Report Updates for August	8/31/2017	Not Initiated
	Project Schedule and Monthly Report Updates for September	9/30/2017	Not Initiated
Task B: Systems Engineering Approach		Due Date	Status
	Oversized Vehicle Routing – Project Vision Draft	4/17/2017	Final Delivered
	Interstate Truck Parking Availability – Product Vision Draft	4/17/2017	Final Delivered
	Transit Collision Avoidance System – Trade Study Draft	5/1/2017	Draft Delivered
	Systems Engineering Management Plan (SEMP) 508 Compliance	5/12/2017	Final Delivered
	Multi-Modal Trip Planning Application – ConOps Draft	6/16/2017	Draft Delivered
	Transit Collision Avoidance System – Trade Study Final	6/22/2017	Final Delivered
	Mobility Assistance for People with Cognitive Disabilities – Trade Study Draft	6/28/2017	Draft Delivered
	Delivery Zone Availability – ConOps Draft	7/7/2017	Draft Delivered
	Smart Street Lighting – ConOps Draft	7/7/2017	Draft Delivered
	Oversize Vehicle Routing Product Vision	7/14/2017	Final Delivered
	Interstate Truck Parking Availability Product Vision	7/14/2017	Final Delivered
	Enhanced Permit Parking – ConOps Draft	7/14/2017	Draft Delivered
	Truck Platooning – ConOps Draft	7/14/2017	Draft Delivered
	Multi-Modal Trip Planning Application – ConOps Final	7/19/2017	Final Delivered
	Connected Vehicle Environment – ConOps Draft	7/21/2017	Draft Delivered
	Event Parking Management – ConOps Draft	7/21/2017	Draft Delivered



Task Name and Deliverable		Due Date	Status
	Common Payment System – ConOps Draft	7/28/2017	Draft Delivered
	Smart Mobility Hubs – ConOps Draft	7/28/2017	In Progress 90%
	Connected Electric Automated Vehicle – ConOps Draft	8/4/2017	In Progress 90%
	Mobility Assistance for People with Cognitive Disabilities – Trade Study Final	8/7/2017	In Progress 80%
	Delivery Zone Availability – ConOps Final	9/14/2017	In Progress 50%
	Smart Street Lighting – ConOps Final	9/14/2017	In Progress 50%
	Connected Vehicle Environment – ConOps Final	9/20/2017	In Progress 50%
	Delivery Zone Availability – ICD Draft	9/25/2017	In Progress 20%
	Multi-Modal Trip Planning Application – ICD Draft	9/25/2017	In Progress 20%
	Enhanced Permit Parking – ConOps Final	9/26/2017	In Progress 50%
	Truck Platooning – ConOps Final	9/27/2017	In Progress 50%
	Event Parking Management – ConOps Final	9/27/2017	In Progress 50%
	Enhanced Permit Parking – ICD Draft	9/27/2017	In Progress 10%
	Truck Platooning – ICD Draft	9/27/2017	In Progress 10%
	Transit Collision Avoidance System – Test Plan Draft	9/29/2017	In Progress 10%
Task C: Performance Measurement			
	Performance Measurement Plan – Draft	9/1/2017	Draft Delivered
	Performance Measurement Plan – Final	9/15/2017	Not Initiated
Task D: Data Privacy Requirements			
	Data Privacy Plan – Draft	2/21/2018	Not Initiated
Task E: Data Management and Support for Independent Evaluation			
	Data Management Plan – Draft	10/11/2017	Not Initiated
	Independent Evaluation Support Plan –Draft	10/13/2017	Not Initiated
Task F: Safety Management and Safety Assurance			
	Human Use Approval Summary – Draft	10/11/2017	Not Initiated
	Safety Management Plan – Draft	11/15/2017	Not Initiated
Task G: Communications and Outreach			
	Communications and Outreach Plan – 508 Compliance Final	6/30/2017	Final Delivered
Task H: International Collaboration			
	International Collaboration Meeting	6/30/2018	Not Initiated



Task Name and Deliverable	Due Date	Status
Task I: Participation in Relevant ITS Architecture and Standards Development Effort		
Architecture Meeting and Report	12/31/2018	Not Initiated
Task J: Interim and Final Reports		
Smart City Demonstration Interim Report	9/29/2017	Not Initiated

Key Activities / Accomplishments

Task A – Program Management

Activities/Accomplishments in April
1) Conducted Weekly Status meetings between Columbus, HNTB, and WSP on 4/3/2017, 4/10/2017, 4/17/2017, and 4/24/2017. -Discussed work accomplished previous week, what needs improvements, critical path items, goals and deliverables, and coordination of the project leads and working group chairs for the upcoming week and look ahead for the next four weeks.
2) Conducted 30 minute USDOT weekly calls on 4/3/2017, 4/10/2017, 4/17/2017, and 4/24/2017. - Concept of Operations approach to delivery of the 15 projects, schedule, deliverables; schedule, ongoing outreach to districts.
3) Conducted 60 minute bi-weekly Smart City meeting with USDOT on 4/4/2017 and 4/18/2017. -ConOps approaches and due dates, performance measurements, and working group meetings, IDE development, upcoming meetings and events, risk register, and communications.
4) Policy meeting to discuss autonomous vehicles on 4/13/2017. -Reviewed Ohio Revised Code 4501.01, and 4503 to discuss possible restrictions that may apply to autonomous vehicles.
5) Conducted OSU and Smart Columbus work breakdown structure meeting on 4/13/2017 to discuss roles of OSU personnel.
6) Submitted Draft Quarterly Report for 1 st Quarter of 2017 on 4/18/2017. Submitted Quarterly Report for 1 st Quarter of 2017 on 4/28/2017.
7) Submitted Monthly Report and Schedule Update with Partnership/Stakeholder Status Summary for April on 4/30/2017.
Activities/Accomplishments in May
1) Conducted weekly status meetings between Columbus, HNTB, and WSP on 5/1/2017, 5/8/2017, 5/15/2017, 5/22/2017, and 5/30/2017. - Discussed work accomplished previous week, what needs improvements, critical path items, goals and deliverables, ConOps, system requirements draft document, and look ahead for the upcoming weeks.



- 2) Conducted 30 minute USDOT weekly calls on 5/1/2017 and on 5/16/2017.
- Concept of Operations approach to delivery of the 15 projects, schedule, deliverables, and ongoing outreach to districts.
- 3) Conducted 60 minute bi-weekly Smart City meeting with USDOT on 5/2/2017, 5/16/2017, and 5/30/2017.
-ConOps approaches and due dates, performance measurements, working group meetings, IDE development, upcoming meetings and events, invoicing, and communications.
- 4) Conducted daily program office project coordination meetings beginning on 5/8/2017.
- 5) Held conference call with Mo Zhao from VDOT for knowledge exchange on 5/9/2017.
- 6) Conducted weekly technical team meetings on 5/15/2017, 5/22/2017, and 5/30/2017.
-Coordination with the Columbus communications, technical and partnering program office personnel.
- 7) Resubmitted Quarterly Status Report for 1st Quarter of 2017 with addressed comments on 5/18/2017.
- 8) Submitted Monthly Report and Schedule Update with Partnership/Stakeholder Status Summary for May on 5/31/2017.
- 9) Monitored the schedule and project progress.

Activities/Accomplishments in June

- 1) Conducted daily program office project coordination meetings.
-Discussed activities accomplished the previous day, coordinate phone calls, meetings, deliverables, and planned the next two days.
- 2) Conducted weekly status meetings between Columbus, HNTB, and WSP on 6/5/2017, 6/12/2017, 6/19/2017, and 6/26/2017.
- Discussed work accomplished previous week, critical path items, goals and deliverables, what needs improvements, ConOps, Trade Studies, the schedule, and look ahead for the upcoming weeks.
- 3) Conducted 30 minute USDOT weekly calls on 6/5/2017, 6/12/2017, 6/19/2017, and 6/26/2017.
- Concept of Operations approach, product visions, trade studies for the delivery of the 15 projects, schedule, sole source documentation, deliverables, and ongoing outreach to the residential and logistic districts were discussed.
- 4) Conducted 60 minute bi-weekly Smart City meeting with USDOT on 6/13/2017 and 6/27/2017.
-ConOps approaches and due dates, performance measurements, working group meetings, IDE development, upcoming meetings and events, invoicing, and communications were discussed.
- 5) Held multiple meetings to prepare the Annual Budget Review and Program Plan that was submitted on 6/30/2017.
- 6) Monitored the schedule and projects' progress as deliverables are developed and submitted along with coordination between the projects.



7) Submitted Monthly Report and Schedule Update with Partnership/Stakeholder Status Summary for June on 6/30/2017.

Activities to be Performed Next Quarter – July to September 2017

- 1) Conduct the Annual Budget Review and Program Plan WebEx with USDOT on 7/28/17.
- 2) Continue to conduct daily program office project coordination meetings.
- 3) Continue to conduct weekly status meetings between Columbus, HNTB and WSP on Mondays.
- 4) Continue to conduct USDOT 30 minute weekly calls on Mondays.
- 5) Continue to conduct bi-weekly USDOT 60 minute meetings on Tuesdays.
- 6) Submit Quarterly Progress Report and Briefing by 7/30/2017.
- 7) Submit Monthly Report and Schedule Update with Partnership/Stakeholder Status Summary for July by 7/31/2017.
- 8) Submit Monthly Report and Schedule Update with Partnership/Stakeholder Status Summary for August by 8/31/2017.
- 9) Submit Monthly Report and Schedule Update with Partnership/Stakeholder Status Summary for September by 9/30/2017.

Task B – Systems Engineering Approach

Activities/Accomplishments in April

- 1) Participated FHWA truck platooning call for Caltrans/PATH/Volvo on 4/3/2017.
- 2) Smart Columbus IDE Team bi-weekly meeting with project lead and co-chairs to discuss status of the coordination with the other projects, current Epic, backlog, stories, chores, and any blockers ahead on 4/3/2017.
- 3) Conducted IDE daily Standing Scrum Meetings for Sprint 1 for IDE Platform Framework from 4/3/2017 – 4/11/2017.
- 4) Conducted Smart Columbus IDE Team bi-weekly meeting with USDOT to discuss status of the current the sprint, backlog, stories and chores on 4/4/2017 and 4/18/2017.
- 5) Conducted bi-weekly Transit and Pedestrian Safety meeting with project leads and working group co-chairs to discuss draft Trade Study, system requirements, system architecture, performance measures, and other items on 4/4/2017 and 4/18/2017.
- 6) Drafted Mobileye trade study for City review on 4/5/2017.
- 7) Conducted weekly Multi-Modal Trip Planning and Common Payment System meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 4/5/2017, 4/12/2017, 4/19/2017, and 4/26/2017.
- 8) Conducted bi-weekly Connected Vehicle meeting with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures,



and other items on 4/5/2017 and 4/19/2017.
9) Conducted bi-weekly Downtown Parking meeting with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 4/6/2017 and 4/20/2017.
10) Conducted bi-weekly Autonomous Vehicles meeting with project lead and co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 4/6/2017 and 4/20/2017.
11) Conducted a conference with call with a transit pedestrian collision avoidance system manufacturer on 4/7/2017.
12) Held coordination meeting for chairs and technical leads on 4/7/2017.
13) Conducted bi-weekly Mobility Assistance meeting with project lead and working group chair to discuss Trade Study and system requirements, system architecture, performance measures, and other items on 4/7/2017 and 4/21/2017.
14) Ohio State University performed high-level test of the Wayfinder App on 4/10/2017.
15) Conducted Truck Platooning meeting with Midwest Logistics on 4/11/2017.
16) Conducted weekly Smart Mobility Hub meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 4/12/2017, 4/19/2017, and 4/26/2017.
17) Conducted bi-weekly Smart Street Lighting meeting with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 4/12/2017 and 4/26/2017.
18) Participated in CV Pilot Technical Roundtable call on 4/14/2017 and 4/28/2017.
19) Held meeting on translational data analytics with OSU on 4/17/2017 to discuss big data and collaboration efforts.
20) Submitted Smart Street Lighting ConOps Draft on 4/17/2017.
21) Submitted Oversized Vehicle Data Project Vision on 4/17/2017.
22) Submitted Interstate Truck Parking Availability Product Vision on 4/17/2017.
23) Held Sprint 2 Planning Session for Epic 2 for IDE Platform Framework on 4/18/2017.
24) Conducted a meeting with Siemens for a technical discussion on 4/18/2017 with connected vehicle components.
25) Conducted IDE daily Standing Scrum Meetings for Sprint 2 for IDE Platform Framework from 4/19/2017 - 5/2/2017 and discussed status, blockers and stories.
26) Conducted the third Working Group meeting on Connected Vehicles on 4/19/2017 to review the draft ConOps and continue discussion on user needs.
27) Conducted a meeting to review the draft ConOps for the Downtown Delivery Zone Availability and Enhanced Permit Parking projects with project working group chairs, project leads, and stakeholders on 4/20/2017.



28) Conducted the second Working Group meeting on Smart Logistics on 4/28/2017 to continue discussion on user needs and available data.

Activities/Accomplishments in May

1) Continued to conduct IDE Daily Standing Scrum Meetings for Sprint 2 for IDE Platform Framework that began in April and continued through 5/1/2017 – 5/2/2017. The discussions were about the current status, blockers, and stories.

2) Smart Columbus IDE Team bi-weekly meeting with project lead and co-chairs to discuss status of the coordination with the other projects, current Epic, backlog, stories, chores, and any blockers ahead on 5/1/2017.

3) Submitted Multi-Modal Trip Planning ConOps Draft on 5/1/2017.

4) Submitted Transit Pedestrian Collision Avoidance System Trade Study on 5/1/2017.

5) Conducted Smart Columbus IDE Team bi-weekly meeting with USDOT to discuss status of the current the sprint, backlog, stories and chores on 5/2/2017, 5/16/2017, and 5/31/2017.

6) Smart Logistics Product Vision meeting on 5/2/2017.
-Prep for walkthrough with USDOT discussing comments and responses.

7) Submitted Oversized Vehicle Data Walkthrough Agenda on 5/2/2017 to USDOT.

8) Submitted Interstate Truck Parking Availability Walkthrough Agenda on 5/2/2017 to USDOT.

9) Attended Security Credential Management System (SCMS) PoC End User Group meeting on 5/2/2017.
-Discussed Provider Service Identification (PSID) and signing.

10) Attended meeting with Siemens to discuss Multi-Modal Trip planning Application on 5/2/2017.

11) Conducted bi-weekly Transit and Pedestrian Safety meeting with project leads and working group co-chairs to discuss draft Trade Study, system requirements, system architecture, performance measures, and other items on 5/2/2017 and 5/30/2017.

12) Conducted weekly Multi-Modal Trip Planning and Common Payment System meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 5/3/2017, 5/10/2017, 5/17/2017, 5/26/2017, and 5/31/2017.

13) Conducted bi-weekly Connected Vehicle meeting with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 5/3/2017, 5/18/2017, and 5/31/2017.

14) Conducted weekly Smart Mobility Hub meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 5/3/2017, 5/10/2017, 5/26/2017, and 5/31/2017.

15) Conducted Oversized Vehicle Data Walkthrough with USDOT on 5/3/2017.

16) Conducted Interstate Truck Parking Availability Walkthrough with USDOT on 5/3/2017.



17) The second Working Group meeting on Truck Platooning occurred on 5/3/2017 to continue discussion of the draft ConOps and performance measures.
18) Conducted Smart Mobility Hubs meeting with COTA on 5/3/2017. -Discuss possible locations of hubs along Cleveland Ave., status of any existing/planned work, and other co-located service providers (ride-share, bike-share, bike racks, Wi-Fi).
19) Conducted bi-weekly Downtown Parking meeting with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 5/4/2017 and 5/18/2017.
20) Conducted bi-weekly Autonomous Vehicles meeting with project lead and co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 5/4/2017 and 5/18/2017.
21) Conducted bi-weekly Mobility Assistance meeting with project lead and working group chair to discuss Trade Study and system requirements, system architecture, performance measures, and other items on 5/5/2017.
22) Conducted IDE Sprint 2 Review and Retrospective meetings on 5/8/2017.
23) Conducted bi-weekly Smart Logistics meeting with project lead and working group co-chairs to discuss Product Vision, system requirements, system architecture, performance measures, and other items on 5/9/2017 and 5/23/2017.
24) Conducted bi-weekly Truck Platooning meeting with project lead and working group co-chairs to discuss ConOps, tractor trailer requirements, routes for platooning, technology limitations on 5/9/2017 and 5/23/2017.
25) Conducted Planning session for the Sprint 3 IDE Platform Framework meeting on 5/9/2017. -Determined the sprint goals and the Development Team answered the questions: number of points to deliver within the sprint, who owned each item, and clarification from the product owner.
26) Conducted IDE daily Standing Scrum Meetings for Sprint 3 for IDE Platform Framework from 5/10/2017 - 5/23/2017 and discussed status, blockers, and stories.
27) Conducted Smart Street Lighting meeting with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 5/11/2017.
28) Participated in CV Pilot Technical Roundtable call on 5/12/2017 and 5/26/2017.
29) Submitted SEMP 508 Compliance document to USDOT on 5/12/2017.
30) Submitted System Requirements draft outline to USDOT on 5/12/2017 for review and comment.
31) Smart Logistics meeting on 5/12/2017 with USDOT and Smart Columbus. -Discuss projects and engagement strategies with Tom Kearney.
32) Conducted the third working group meeting on Autonomous Vehicles on 5/15/2017 to review the draft ConOps and performance measures.



33) IDE Roadmap meeting on 5/15/2017 to help with the selection of stories, and aid in refining the roadmap through the end of the Platform Framework Epic.
34) Conducted Smart Columbus and COTA meeting on 5/17/2017 for coordination of the projects and partnership agreement development.
35) IDE Data Publishing Process development team walkthrough on 5/17/2017.
36) Smart Mobility Hubs field review along Cleveland Avenue on 5/18/2017 with Smart Columbus and Department of Technology.
37) Held field review of loading zone locations on 5/19/2017 with Smart Columbus and stakeholders.
38) Smart Columbus Program Office and reviewed and discussed Multi-Modal Trip Planning Application comments on 5/19/2017 through 5/22/2017.
39) Attended COTA Accessible Transportation Advisory Committee meeting on 5/22/2017 to discuss the Smart Columbus projects with end users.
40) Participated in the USDOT Low-speed Automated Shuttle Deployment Information-sharing Working Group Meeting on 5/23/2017.
41) Conducted Multi-Modal Trip Planning Application and Transit Pedestrian Collision Avoidance System Trade Study walkthroughs with USDOT on 5/24/2017 and 5/25/2017.
42) Conducted Truck Platooning meeting to discuss policy on 5/26/2017.
43) IDE Sprint 3 Review and Retrospective on 5/30/2017. -The Scrum team performed a self-evaluation and looked for potential process improvements and worked to implement those improvements into the following sprints.
44) IDE Sprint 4 Platform Framework planning session on 5/30/2017. -Determined the sprint goals and the Development Team answered the questions; number of points to deliver within the sprint, who owned each item, and clarification form the product owner.
45) IDE Sprint 4 Platform Framework Standing Scrum meetings began on 5/31/2017.
46) Held meeting with ODOT to review permitting process for Oversize Vehicles on 5/31/2017.
Activities/Accomplishments in June
1) Continued to conduct IDE Daily Standing Scrum Meetings for Sprint 4 for IDE Platform Framework that began in May and continued through 6/1/2017 – 6/13/2017. The discussions were about the current status, blockers, and stories.
2) Conducted meeting with COTA on 6/1/2017 to discuss Smart Columbus project agreements. -This meeting has led to the creation of a monthly coordination meeting with COTA.
3) Conducted bi-weekly Autonomous Vehicles meeting with project lead and co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 6/1/2017, 6/15/2017, and 6/29/2017.
4) Conducted bi-weekly Mobility Assistance meeting with project lead and working group chair



<p>to discuss Trade Study and system requirements, system architecture, performance measures, and other items on 6/2/2017 and 6/16/2017.</p>
<p>5) Conducted bi-weekly Smart Street Lighting meeting with project lead and working group co-chairs to discuss ConOps, system requirements, potential locations based on outreach and feasibility with the Division of Power, system architecture, performance measures, and other items on 6/2/2017, 6/9/2017, and 6/23/2017.</p>
<p>6) Distributed project update summary to working group chairs on 6/6/2017. -This document is adapted from the May 2017 Monthly Status Report to provide the current status of the projects to the working group chairs.</p>
<p>7) Conducted bi-weekly Connected Vehicle meeting with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 6/5/2017, 6/14/2017, and 6/28/2017.</p>
<p>8) Conducted bi-weekly Downtown Parking meeting with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 6/5/2017, 6/20/2017, and 6/29/2017.</p>
<p>9) Attended Connected Vehicle Pilot F2F in Washington DC on 6/6/2017 – 6/8/2017. -Discussed the RSUs and OBUs and status of development / procurement and details of the CV projects. -Learned about specifics of the Security Credential Management System (SCMS). -Gained knowledge on the state the CV pilots were at and the development of their documentation and interoperability.</p>
<p>10) Conducted bi-weekly Truck Platooning meeting with project lead and working group co-chairs to discuss ConOps, tractor trailer requirements, routes for platooning, technology limitations on 6/6/2017 and 6/27/2017.</p>
<p>11) Conducted weekly Multi-Modal Trip Planning and Common Payment System meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 6/7/2017, 6/14/2017, 6/21/2017, and 6/28/2017.</p>
<p>12) Conducted bi-weekly Smart Logistics meeting with project lead and working group co-chairs to discuss Product Vision, system requirements, system architecture, performance measures, and other items on 6/9/2017 and 6/27/2017.</p>
<p>13) Participated in CV Pilot Technical Roundtable call on 6/9/2017.</p>
<p>14) Conducted Smart Columbus IDE Team bi-weekly meeting with project lead and co-chairs to discuss status of the coordination with the other projects, current Epic, backlog, stories, chores, and any blockers ahead on 6/12/2017 and 6/26/2017.</p>
<p>15) Reviewed the Multi-Modal Trip Planning Application “over-the-shoulder-review” with USDOT on 6/12/2017.</p>
<p>16) Conducted Smart Columbus IDE Team bi-weekly meeting with USDOT to discuss status of the current the sprint, backlog, stories and chores on 6/13/2017 and 6/27/2017.</p>
<p>17) Conducted bi-weekly Transit and Pedestrian Safety meeting with project leads and working</p>



<p>group co-chairs to discuss draft Trade Study, system requirements, system architecture, performance measures, and other items on 6/13/2017 and 6/27/2017.</p>
<p>18) Conducted Chair and Technical Leads meeting on 6/14/2017. -Presented the status of and details of three projects with context diagrams for the Delivery Zone Availability, Multi-Modal Trip Planning Application, and Smart Street Lights. -Discussed the current status of the program and progress.</p>
<p>19) Conducted weekly Smart Mobility Hub meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on 6/14/2017, 6/21/2017, and 6/28/2017.</p>
<p>20) Participated in FHWA demonstration of D2X Hub technology with mobile devices on 6/15/2017. -Field testing and demonstration of test scenarios for safety and mobility messages with cell phones receiving the alerts. - Reviewed the software, equipment required and architecture of the research with FHWA Ohio and the Ohio Department of Transportation (ODOT).</p>
<p>21) Submitted Multi-Modal Trip Planning Application Draft ConOps to USDOT on 6/16/2017.</p>
<p>22) Conducted IDE Sprint 4 Review and Retrospective meetings on 6/19/2017. -The Scrum team reviewed internal work flows and potential process for improvements and approach to implement those improvements into the next sprints.</p>
<p>23) Conducted Planning session for the Sprint 5 IDE Platform Framework meeting on 6/20/2017. -Determined the sprint goals and the Development Team answered the questions: number of points to deliver within the sprint, who owned each item, and clarification from the product owner.</p>
<p>24) Participated in SCMS PoC End User Group Meeting on 6/20/2017.</p>
<p>25) Conducted IDE daily Standing Scrum Meetings for Sprint 5 for IDE Platform Framework from 6/21/2017 – 6/30/2017 and discussed status, blockers, and stories.</p>
<p>26) Submitted Transit Collision Avoidance Trade Study Final to USDOT on 6/22/2017.</p>
<p>27) Conducted Smart Street Lighting ConOps “over-the-shoulder-review” with USDOT on 6/22/2017.</p>
<p>28) Conducted Data.gov Technical Walkthrough with Smart Columbus IDE Development Team on 6/23/2017.</p>
<p>29) Submitted Multi-Modal Trip Planning Application Walkthrough Agenda on 6/26/2017.</p>
<p>30) Conducted Delivery Zone Application ConOps “over-the-shoulder-review” with USDOT on 6/27/2017.</p>
<p>31) Submitted Draft Mobility Assistance for People with Cognitive Disabilities Trade Study on 6/28/2017.</p>
<p>32) Conducted Multi-Modal Trip Planning Application ConOps Walkthrough on 6/29/2017.</p>
<p>33) Conducted COTA and Smart Columbus Monthly meeting on 6/29/2017.</p>



34) Conducted Smart Logistics Involvement meeting on 6/29/2017 to have potential stakeholders review the product visions.

35) Conducted Truck Platooning ConOps “over-the-shoulder-review” with USDOT on 6/30/2017.

Activities to be Performed Next Quarter – July to September 2017

1) Continue Smart Columbus IDE Team bi-weekly meetings with project lead and co-chairs on Mondays to discuss status of the coordination with the other projects, current sprint, backlog, stories, chores, and any blockers ahead.

2) Continue Smart Columbus IDE Team bi-weekly meetings with USDOT on Tuesdays to discuss status of the current sprint, backlog, stories, and chores.

3) Continue bi-weekly Transit and Pedestrian Safety meetings with project leads and working group co-chairs to discuss draft Trade Study, system requirements, system architecture, performance measures, and other items on Tuesdays.

4) Continue bi-weekly Smart Logistics meetings with project lead and working group co-chairs to discuss Product Vision, system requirements, system architecture, performance measures, and other items on Tuesdays.

5) Continue bi-weekly Truck Platooning meetings with project lead and working group co-chairs to discuss ConOps, tractor trailer requirements, routes for platooning, technology limitations on Tuesdays.

6) Continue weekly Multi-Modal Trip Planning and Common Payment System meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on Wednesdays.

7) Continue bi-weekly Connected Vehicle meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on Wednesdays.

8) Continue weekly Smart Mobility Hub meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on Wednesdays.

9) Continue bi-weekly Smart Street Lighting meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on Wednesdays.

10) Continue bi-weekly Downtown Parking meetings with project lead and working group co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on Thursdays.

11) Continue bi-weekly Autonomous Vehicles meetings with project lead and co-chairs to discuss ConOps, system requirements, system architecture, performance measures, and other items on Thursdays.

12) Continue bi-weekly Mobility Assistance meetings with project lead and working group chair to discuss Trade Study and possible ConOps, any system requirements, system architecture, performance measures, and other items on Fridays.



13) Continue to participate in bi-weekly CV Pilot Technical Roundtable calls on Fridays.
14) Conduct Mobility Hubs review with OSU on 7/3/2017.
15) Continue to conduct IDE daily Standing Scrum Meetings for Sprint 5 for IDE Platform Framework from 7/3/2017 – 7/5/2017 and discuss status, blockers, and stories.
16) Conduct Connected Vehicle Environment ConOps “over-the-shoulder-review” with USDOT on 7/5/2017.
17) Conduct Enhanced Permit Parking ConOps “over-the-shoulder-review” with USDOT on 7/5/2017.
18) Conduct Event Parking Management ConOps “over-the-shoulder-review” on with USDOT on 7/5/2017.
19) Submit Delivery Zone Availability ConOps Draft to USDOT on 7/7/2017.
20) Submit Smart Street Lighting ConOps Draft to USDOT on 7/7/2017.
21) Distribute project update summary to working group chairs on 7/7/2017. -This document is adapted from the June 2017 Monthly Status Report to provide the current status of the projects to the working group chairs.
22) Conduct IDE Review and Retrospective for Sprint 5 on 7/10/2017.
23) Conduct CoGo bike sharing meeting with Smart Columbus program coordination for MMTPA, CPS, and Mobility Hubs on 7/10/2017.
24) Conduct IDE Planning for Sprint 6 on 7/11/2017.
25) Conduct IDE daily Standing Scrum Meetings for Sprint 6 for IDE Platform Framework from 7/12/2017 – 7/25/2017 and discuss status, blockers, and stories.
29) Conduct Siemens Mobility Connect meeting on 7/13/2017.
30) Participate in Wayfinder training at OSU on 7/14/2017.
31) Submit update of Oversize Vehicle Routing Product Vision to USDOT on 7/14/2017.
32) Submit update of Interstate Truck Parking Availability Product Vision to USDOT on 7/14/2017.
33) Submit Enhanced Permit Parking ConOps Draft to USDOT on 7/14/2017.
34) Submit Truck Platooning ConOps Draft to USDOT on 7/14/2017.
35) Conduct Data and Analytics Working Group meeting 2 on 7/17/2017.
36) Conduct Department of Neighborhoods meeting focusing on Linden Mobility Hubs on 7/17/2017.
37) Participate in Low-speed Automated Shuttle Deployment Information-sharing Working Group Meeting on 7/19/2017.
38) Submit Multi-Modal Trip Planning Application ConOps Final to USDOT on 7/19/2017.



39) Conduct Mobility Assistance Trade Study Walkthrough on 7/20/2017.
40) Conduct Common Payment System ConOps “over-the-shoulder-review” with USDOT on 7/20/2017.
41) Submit Connected Vehicle Environment ConOps Draft to USDOT on 7/21/2017.
42) Submit Event Parking Management ConOps Draft to USDOT on 7/21/2017.
43) Submit Delivery Zone Availability Walkthrough Agenda on 7/24/2017.
44) Submit Smart Street Lighting Walkthrough Agenda on 7/24/2017.
45) Conduct Delivery Zone Availability ConOps Walkthrough on 7/25/2017.
46) Conduct Smart Street Lighting ConOps Walkthrough on 7/25/2017.
47) Participate in July ITS committee meeting with MORPC on 7/26/2017. -Discuss the Regional ITS Architecture and possible changes and implications with the projects.
48) Conduct Smart Logistics Focus Group Sessions with App Developers on 7/27/2017, Truck Drivers and Dispatchers on 7/28/2017, and Law Enforcement and Regulation on 7/31/2017.
49) Conduct monthly COTA and Smart Columbus meeting on 7/28/2017.
50) Submit Common Payment System ConOps Draft to USDOT on 7/28/2017.
51) Submit Smart Mobility Hubs ConOps Draft to USDOT on 7/28/2017.
52) Conduct IDE Sprint 6 Review and Retrospective meetings on 7/31/2017.
53) Conduct Planning session for Sprint 7 IDE Platform Framework meeting on 8/1/2017.
54) Conduct IDE daily Standing Scrum Meetings for Sprint 7 for IDE Platform Framework from 8/2/2017 – 8/15/2017 and discussed status, blockers, and stories.
55) Submit Connected Electric Autonomous Vehicle ConOps Draft on 8/4/2017.
56) Conduct Enhanced Permit Parking ConOps revisions meeting on 8/4/2017.
57) Conduct Truck Platooning ConOps Walkthrough on 8/4/2017.
58) Submit Mobility Assistance for People with Cognitive Disabilities Trade Study Final on 8/7/2017.
59) Conduct Oversize Vehicle Routing Focus Group Session for Permitting on 8/7/2017.
60) Conduct Connected Vehicle Environment ConOps Walkthrough on 8/11/2017.
61) Conduct Event Parking Management ConOps Walkthrough on 8/11/2017.
62) Submit System Architecture and Standards Plan Draft on 8/18/2017.
63) Conduct Common Payment System ConOps Walkthrough on 8/18/2017.
64) Conduct Chairs and Technical Leads meeting on 8/25/2017.
65) Conduct Electric Automated Vehicles ConOps Walkthrough on 8/25/2017.



66) Submit Delivery Zone Availability ConOps Final on 9/14/2017.
67) Submit Smart Street Lighting ConOps Final on 9/14/2017.
68) Submit Connected Vehicle Environment ConOps Final on 9/20/2017.
69) Submit Delivery Zone Availability ICD Draft on 9/25/2017.
70) Submit Multi-Modal Trip Planning Application ICD Draft on 9/25/2017.
71) Submit Enhanced Permit Parking ConOps Final on 9/26/2017.
72) Submit Truck Platooning ConOps Final on 9/27/2017.
73) Submit Event Parking Management ConOps Final on 9/27/2017.
74) Submit Enhanced Permit Parking ICD Draft on 9/27/2017.
75) Submit Truck Platooning ICD Draft on 9/27/2017.
76) Submit Transit Collision Avoidance System Test Plan Draft on 9/29/2017.

Task C – Performance Measurement

Activities/Accomplishments in April
1) Attended USDOT Performance Measurement Webinar on 4/6/2017.
2) Participated in bi-weekly USDOT CV Pilot Perf Measures / IE / Human Use roundtable meeting on 4/11/2017 and 4/25/2017.
3) Began bi-weekly performance measure meeting on 4/20/2017 with USDOT.
4) Coordination and scheduling meeting for delivery of the Performance Measurement Plan on 4/27/2017 to plan an approach for delivery.
Activities/Accomplishments in May
1) Conducted weekly performance measure meetings for Smart Columbus team on 5/2/2017, 5/9/2017, 5/16/2017, 5/23/2017, and 5/30/2017. -Reviewed and discussed the performance measures of multiple projects in preparation of calls with USDOT.
2) Participated in bi-weekly USDOT CV Pilot Perf Measures / IE / Human Use roundtable meeting on 5/9/2017 and 5/23/2017.
3) Conducted weekly performance measure meetings with USDOT on 5/4/2017, 5/18/2017, and 5/25/2017.
4) Continued work on Performance Management Plan draft with project leads.
Activities/Accomplishments in June
1) Conducted weekly performance measure meetings for Smart Columbus team on 6/6/2017, 6/13/2017, 6/20/2017, and 6/27/2017. -Reviewed and discussed the performance measures of multiple projects in preparation of



calls with USDOT.
2) Conducted weekly performance measure meetings with USDOT on 6/1/2017, 6/9/2017, 6/15/2017, 6/22/2017, 6/28/17, and 6/29/2017.
3) Conducted Performance Measure meeting with USDOT on 6/28/2017 to go over updated Performance Measure Matrix and discuss USDOT comments provided on 6/20/2017.
4) Continued work on Performance Management Plan draft with project leads.
Activities to be Performed Next Quarter – July to September 2017
1) Continue to participate in bi-weekly USDOT CV Pilot Perf Measures / IE / Human Use roundtable meetings on Tuesdays.
2) Continue weekly performance measures meetings on Tuesdays for Smart Columbus team.
3) Continue to host performance measure bi-weekly meetings on Thursdays.
4) Review and incorporate USDOT comments after a larger review group is completed into the draft Performance Management Plan.
5) Conduct Truck Platooning performance measures matrix meeting on 7/5/2017.
6) Submit Performance Measurement Plan Draft on 9/1/2017.
7) Submit Performance Measurement Plan Final on 9/15/2017.

Task D – Data Privacy Requirements

Activities/Accomplishments in April
1) Conducted a meeting on 4/21/2017 with Department of Technology, Public Service, and City Attorney’s office to discuss the IDE, data flows, privacy, NIST 800-53, HIPPA, PCI Compliance, IRS, and Ohio R.C. 1347.
Activities/Accomplishments in May
1) No work to report.
Activities/Accomplishments in June
1) No work to report.
Activities to be Performed Next Quarter – July to September 2017
1) No work anticipated.

Task E – Data Management and Support for Independent Evaluation

Activities/Accomplishments in April
1) No work to report.
Activities/Accomplishments in May
1) Begin discussions with Independent Evaluator on 5/4/2017 weekly performance measures



call.
2) Commence Data Management discussions with IDE team and project leads in mid-May for development of the Data Management Plan.
Activities/Accomplishments in June
1) Continued discussions with Independent Evaluator on weekly performance measures call.
2) Commenced Data Management discussions with IDE team and project leads for development of the Data Management Plan.
Activities to be Performed Next Quarter – July to September 2017
1) Conduct meetings with the Independent Evaluator.
2) Continue work on preliminary information for the Data Management Plan.

Task F – Safety Management and Safety Assurance

Activities/Accomplishments in April
1) Coordination with technical leads regarding IRB began on 4/24/2017.
Activities/Accomplishments in May
1) Began IRB engagement for the Human Use Approval Summary on 5/5/2017.
2) Coordination with technical leads regarding Safety Management plan to begin 5/19/2017. Began working on the draft Safety Management Plan on 5/30/2017.
Activities/Accomplishments in June
1) Worked on IRB engagement for the Human Use Approval Summary.
2) Coordination with technical leads regarding Safety Management Plan. Worked on the draft Safety Management Plan.
Activities to be Performed Next Quarter – July to September 2017
1) Continue working on IRB engagement for the Human Use Approval Summary.
2) Continue discussions with the technical leads working on Safety Management Plan.



Task G – Communications and Outreach

Activities/Accomplishments in April
1) Continued 60 minute weekly Integrated Communication Team Meetings on 4/5/2017, 4/12/2017, 4/19/2017, and 4/26/2017.
2) Ongoing media relations efforts to specific audiences. -Continue efforts for engaging the media to inform the public of ongoing progress.
3) Communications and Outreach 508 submitted on 4/3/2017.
4) Revised and finalized the Smart Columbus brand and messaging.
5) Attend Delivery Zone Outreach Open Houses on 4/4/2017, 4/11/2017, and 4/12/2017. -Leveraged Columbus' Division of Traffic Management Short North Parking Engagement to obtain feedback from the public on delivery zones in the Short North and downtown.
6) Held Easton engagement strategy meeting on 4/6/2017. -Meeting with Easton Towne Center representatives for a coordination and approach for the user needs development and verification.
Activities/Accomplishments in May
1) Continued 60 minute weekly Integrated Communication Team Meetings on 5/3/2017, 5/10/2017, 5/17/2017, 5/24/2017, and 5/31/2017.
2) Received notice to proceed for Linden focus groups.
3) Received notice to proceed for Easton survey.
4) Worked on fulfilling long term budget and plan for Task G activities.
5) Received and reviewed "Linden Liaison" resumes.
6) Updated Smart Columbus website.
7) Held meeting to review the upcoming Easton research on 5/5/2017. -Discussed goals, survey approach, target audience, confirm action items.
Activities/Accomplishments in June
1) Conducted 60 minute weekly Integrated Communication Team Meetings on 6/14/2017 and 6/21/2017.
2) Conducted USDOT User and Service Provider Communication and Engagement Needs meeting on 6/9/2017.
3) Conducted bi-weekly Communications and Outreach meetings with USDOT on 6/13/2017 and 6/27/2017.
4) Conducted Linden Focus Group for older adults and pregnant women on 6/21/2017.
5) Submitted Task 2 specific scopes for approval: Media relations, Social media, Website and Communications Toolkit.



6) Worked with technical team to draft Easton end user survey.
Activities to be Performed Next Quarter – July to September 2017
1) Continue 60 minute weekly Integrated Communication Team Meetings on Wednesdays.
2) Continue to conduct bi-weekly Communications and Outreach meetings with USDOT on Tuesdays.
7) Finalize summary documentation and findings for Linden Focus Groups and distributed to PMO.
8) Select and finalize two Linden Liaisons.
9) Start creative design and copywriting work associated with approved task items: Media Relations; Website/Blogs/Social Media; and Communications Toolkit.
3) Begin work with technical team to communicate user need information in ConOps documents.
4) Work with technical team and USDOT to finalize Easton end user survey; working with technical team to identify the proposed EAV route so that the survey can be fielded.
5) Continue to participate in weekly technical team meetings weekly.
6) Obtain approval on 508 compliant Communications and Outreach Plan.
7) Begin conducting Phase 1 of the Easton Survey regarding the proposed EAV route

Table of Events Attended and Upcoming Events (Synopsis of Activities in Task G)	
Date	Event
April 4, 2017 April 11, 2017 April 12, 2017	Delivery Zone Outreach Open Houses
April 6, 2017	Easton Engagement Strategy Meeting
June 21, 2017	Linden Focus Group for Older Adults and Pregnant Women
August 2017	Easton Survey

Task H – International Collaboration

Activities/Accomplishments in April
1) No work to report.
Activities/Accomplishments in May
1) No work to report.
Activities/Accomplishments in June
1) Conducted meeting with Netherlands on 6/29/2017.



- Information sharing on lessons learned with the Netherlands related to smart street lights, truck platooning, Multi-Modal Trip planning applications, autonomous vehicles, and the connected vehicle environment.
- Columbus shared approaches of the projects and compared it to the Netherlands and what is the implementation method in Europe to the technologies
- The schedules for the Netherlands and City projects were discussed.

Activities to be Performed Next Quarter – July to September 2017

- 1) No work to report.

Task I – Participation in Relevant ITS Architecture and Standards Development Efforts

Activities/Accomplishments in April

- 1) No work to report.

Activities/Accomplishments in May

- 1) No work to report.

Activities/Accomplishments in June

- 1) No work to report.

Activities to be Performed Next Quarter – July to September 2017

- 1) No work to report.

Task J – Interim and Final Reporting

Activities/Accomplishments in April

- 1) No work to report.

Activities/Accomplishments in May

- 1) No work to report.

Activities/Accomplishments in June

- 1) No work to report.

Activities to be Performed Next Quarter – July to September 2017

- 1) Submit Smart City Demonstration Interim Report for Year 1 by 9/29/2017.



Subcontractor Status Summary

Key Tasks/ A summary of Subcontractor Coordination and Management Activities

Status of Key Procurements and sub-contract awards in April
1) No key procurements or sub-contract awards made this month
Status of Key Procurements and sub-contract awards in May
1) CJI Research was added as a subconsultant to the Communication and Outreach contract. 2) Schulman IRB was added as a subconsultant to the ITS Program Management and Program Initialization contract.
Status of Key Procurements and sub-contract awards in June
1) No key procurements or sub-contract awards made this month
Future Key Procurements and sub-contract awards in the Next Quarter – July to September 2017
1) Plan to request USDOT approval to contract with Battelle Memorial Institute for program support.

Leveraged Partner Resources Status Summary

Summary of activities related to Leveraged Partner Resources

Status of Key Procurements and sub-contract awards
1) The next pages contain the Partnership/Stakeholder Status Summary from June 2017 (end of 2 nd Quarter 2017).



Schedule Update

Current schedule for the project

Status of schedule

- 1) The next pages contains the approved Table of Deliverables submitted in June 2017 Monthly Update (end of 2nd Quarter 2017).
- 2) The email of the Quarterly Progress Report contains the MS Project file of the June 2017 schedule (end of 2nd Quarter 2017).



Risk Status

A summary of risks identified

The Risk log from June 2017 (end of 2nd Quarter) currently has 23 risks identified to varying threats to the project with three sections. There are three overarching headers in the risk log; Risk Identification, Qualitative Baseline Assessment, and Monitoring & Control. The Risk Identification section contains risk identification by categories, individual project, and description. The Qualitative Baseline Assessment weights the risk with the probability of occurrence, impacts to the schedule, and costs, and a ranking calculated from it. Monitoring & Control has the status and associated notes.

Risk Log



Issues/Concerns/ Other

See note in the risk section.