

# **Monthly Report Form**

Reporting Period	March 8 thru March 31
Contract Number	CS0024
Grantee Name	City of Grand Prairie
SECO Grants Coordinator	Stephanie Jones
Contract Start Date	March 8, 2010
Contract End Date	December 31, 2011
Contract Budget	\$419,900
Match required for the contract	\$104,960
Expenditures to date	None

#### **Project Summary**

1) A. Please discuss progress to date on your project deliverables. (Deliverables listed on Attachment A)

A project kickoff meeting was held on March 18<sup>th</sup>, 2010, to discuss project deliverables, expectations, schedule, and challenges. Since the kickoff meeting was held, traffic counts have begun and will continue for the next few weeks. The consultant has scheduled a time to pickup additional project information from the GIS department which will allow the Consultant to verify the traffic model provided by the City. Qualitative field visits by the Consultant will begin next week.

B. Co	mpare your actual accomplishments with the goals and objectives for the reporting period
The goals for goals have	or this reporting period were to have a kickoff meeting and begin traffic counts. Both been met.
2) Have you e encountered	encountered any problems or difficulties? Please explain the problems you have d.
No problei	ms or difficulties have been encountered.
B. We	ere you able to overcome the problems?
N/A	
C. Are	e the difficulties impacting your project deliverables or timeline?
N/A	

2) Ple	ncountered any successes? ase discuss any successes you have experienced.
The City	y and Consultant held a successful kickoff meeting which allows the project to move forward.
dget Sun 3) A.	nmary Please provide a summary of expenditures to date.
Expend	itures have not been incurred yet because the project began this month.
В.	Explain any costs which are notably higher (or lower) than originally budgeted, detailing the
	impact this will have on the project overall.
N/A	
C.	Indicate if any changes have been made (or planned to be made) in key personnel assigned this project (Note: Changes to key personnel require the approval of the SECO Project Manage Recipients should not wait for a Monthly Progress Report to notify the SECO Project Manage changes in key personnel.)
N/A	

## Please complete Table below:

Funds Leveraged (yes/no)	Yes
Please specify \$ amount of funds leveraged per category	
1. Utility Incentive	
2. State Funds	
3. Local Funds	\$64,960
4. Private	
5. Other Federal	
6. In-kind	
7. Other (please list) Dallas County	\$40,000
Were new Jobs created this period as a result of ARRA funded activities?	No
Types of jobs created (if yes above, check one or more of the following)	
Architectural and/or Engineering	
2. Project Management	
3. Transportation and Material Moving	
4. Installation	
5. Repair	
6. Maintenance	
7. Audit	
8. Other	
Total Hours worked for jobs created this period (if yes above, must report hours)	
Were Jobs retained this period as a result of ARRA funded activities?	No
Types of jobs retained (if yes above, check one or more of the following)	
1. Architectural and/or Engineering	
2. Project Management	
3. Transportation and Material Moving	
4. Installation	
5. Repair	
6. Maintenance	
7. Audit	
8. Other	
Total Hours worked for jobs retained this period (if yes above, must report hours)	

<sup>\*\*\*</sup>Please submit form to your Contract Manager via email or by fax to 512-936-0042.

### **Attachment A**

### **Signal Timing Optimization**

□ Data Collection

 ○ Intersection Data – In Progress
 ○ Preliminary Travel Time Surveys – Not Started
 ○ Turning Movement Counts – Not Started

□ Signal Timing Plans

 ○ Base Models – In Progress
 ○ Cycle Length Analysis – Not Started
 ○ Segment Network – Not Started
 ○ Optimized Models – Not Started

□ Field Fine Tuning – Not Started
□ Final Travel Time Runs – Not Started
□ Final Report – Not Started

☐ Timing Maintenance – *Not Started*