

This entire scope of work falls under Source Type 6265.

**Introduction**

State's Research Services (RS) provides Transportation Research Syntheses (TRS), at the request of customers, in various divisions of the department and members of the Local Road Research Board (LRRB). A TRS is a type of literature review that synthesizes technical and/or policy information on a specific research topic. It typically includes a summary of completed and in-progress research on a subject, and may also report on practices used in other states. A TRS can serve as a useful starting point for addressing a knowledge gap, developing new State procedures. Through this contract, Contractor will work closely with State's RS, and its customer, to develop and deliver a TRS on the topic described below. Contractor will provide research, writing and editing services in a coordinated manner, in close cooperation with State's Technical Liaison.

**TRS Description**

State's Office of Traffic Safety and Technology has requested a TRS to gather information on best practices in the use of temporary barriers, truck mounted attenuators and other types of positive protection devices for work zone safety. This research will be used to inform creation of a State guidance document in this area.

**Scope of Work**

Contractor will survey previous literature and national guidance in this area and query state DOTs and countries that show evidence through the literature search of having relevant information. This will include, but not be limited to the following tasks:

Task	Description
1	Participate in an initial meeting with the Technical Advisory Panel (TAP) to establish priorities and search terms for the literature search. (At the TL's option, this may be handled via email.)
2	Conduct the literature review and draft the results, along with proposed survey questions, for TAP review.
3	Participate in a second TAP meeting to collect feedback on the Task 2 deliverable, including changes to the survey questions, and determine the exact scope of the survey based on the results of the literature search: <ul style="list-style-type: none"><li>- Will this be a phone survey limited to a small number (less than ten) of organizations, or an email survey to all of the states, or something in between?</li><li>- This meeting should also establish what information on State practices will be included and how this information will be provided to the Contractor.</li></ul>
4	Administer the survey or perform interviews as agreed on in Task 3. Submit the revised TRS that includes the survey/interview results and any requested additions/revisions to the literature search.
5	Participate in a third TAP meeting to collect feedback.
6	Make any requested changes and finalize the TRS.

**Contractor's Team**

Patrick Casey will be the overall contract manager and participate as needed in scoping discussions and final review of the TRS. Mark Linsenmayer will be the project manager and primary contact with State, coordinating with the CTC researcher/writer assigned to the TRS and with the TL and TAP. The Contractor's researcher/writer will participate as needed in scoping and review calls.

**Project Schedule**

Task	Weeks - After Contract Execution																					
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
1. Kick-off call	▲																					
2. Literature search																						
3. Feedback TAP call																						
4. Survey or interviews																						
5. Feedback TAP call																						
6. Finalize TRS																						

▲ = Deliverable

The balance of this page has been intentionally left blank.