Memorandum

U.S. Department

of Transportation

**Federal Highway
Administration**

6300 Georgetown Pike
McLean, Virginia 22101

Subject: **ACTION**: LTPP Directive I-90

Date: November 13, 2001

From: Jean Wallace
Office of Infrastructure R&D

Reply to

Attn of: HRDI-13

To: Dr. Frank Meyer, PM - LTPP North Atlantic Regional Contract
Mr. Tom Wilson, PM - LTPP North Central Regional Contract
Mr. Mark Gardner, PM - LTPP Southern Regional Contract
Dr. Sirous Alavi, PM - LTPP Western Regional Contract
Dr. Gonzalo Rada, PM - LTPP Technical Support Services Contract
Dr. Michael Darter, PI - LTPP Data Analysis Technical Support Contract

Attached is the Long-Term Pavement Performance (LTPP) Program IMS Directive I-90 to implement the "IMS Data Upload Schedule and Procedures". The directive addresses the new procedures to be used in uploading RIMS data to the NIMS on a semiannual basis. Please make sure that all office personnel involved in the LTPP IMS are aware of this new directive.

If you have any questions concerning this transmittal, please do not hesitate to call me at 202-493-3153.

Attachment

FHWA:HRDI-13:JWallace:mad:493-3153:11/13/01
File: c:/mdeeney/directives/ims/I-90
cc:
Monte Symons
Directive Binder
LTPP Team
Official File
Chron

LONG TERM PAVEMENT PERFORMANCE
PROGRAM DIRECTIVE

For the Technical Direction of the LTPP Program

Program Area:	IMS	Directive Number:	I-90
Date:	November 13, 2001	Supersedes:	
Subject:	IMS Data Upload Schedule and Procedures		

The upload of data from the Regional Information Management Systems (RIMS) to the National Information Management System (NIMS) database shall occur on the first Tuesday of December and June. Data uploads shall be shipped by RSC Contractors to arrive at the NIMS Contractor by the upload date. Upload data files shall be submitted on CD-ROM media. The intent of each upload is a complete transfer of all data from the RIMS to the NIMS. All data entered into the RIMS at the time of the upload are expected to be at their final processed stage and ready for use as indicated by the level of RECORD_STATUS in each record. Exceptions to this expectation may be made for errors and problems beyond control of the RSCs. As a minimum, each RSC shall have performed the following functions prior to the upload:

- All CN*.SQL scripts shall have been run on data included in the upload. The output files from the last set of CN*.SQL scripts ran prior to the upload shall be submitted with the upload.

- Automated QC check programs shall have been run on all data included in the upload. Resolution of errors found by the program shall have been completed for all data included in the upload.

- For test sections with an "Out-of-Study" status, all data collected after the out-of-study date shall have been removed from the RIMS so that they are not included in the upload data set.

The following information shall be submitted with each upload:

- *List of changes to data previously released in past uploads*. The information contained in this list shall be sufficient to identify which data set(s) were changed and what changes were made. In tables where a single record equals a single data set, the table name and key fields identifying the record and what was changed must be identified. For data sets contained in distributed tables, sufficient details shall be provided to allow identification of the changed records and understand what was changed. For example, for FWD data, references should be provided to the record in MON_DEFL_MASTER with an explanation of what changes were made to related data in the other MON_DEFL_* tables.

- *Record Counts*. Record counts, by table name and RECORD_STATUS, shall be provided for all tables included in the upload.

The last software update prior to the December and June uploads will occur on the first Tuesday of November and May, as needed. In order to be considered for inclusion in this update, all Software Performance Reports (SPRs) must be the received by the NIMS contractor at least two weeks prior to the software update distribution date. Corrections in response to SPRs received after this date may not be included in the software release. Intermediate software updates will be distributed at other times as needed.

At least two weeks prior to the upload, the NIMS contractor shall provide either scripts to perform the extraction or instructions on modules to be uploaded.

Prepared by: TSSC   Approved by:

Aramis López, Jr.
LTPP Team Leader