



U.S. Department
Of Transportation

Federal Highway
Administration

Memorandum

6300 Georgetown Pike
McLean, Virginia 22101

Subject: **ACTION:** LTPP Directive I-149
Data Upload, Schedule and Procedures

Date: January 13, 2011

From: Jane Jiang 
Long Term Pavement Performance Team

Reply to
Attn of: HRDI-30

To: Dr. Frank Meyer, PM - LTPP North Atlantic Regional Contract
Dr. Frank Meyer, PM - LTPP North Central Regional Contract
Mr. Mark Gardner, PM - LTPP Southern Regional Contract
Mr. Kevin Senn, PM - LTPP Western Regional Contract

Attached is the Long-Term Pavement Performance (LTPP) Program Directive I-149: Data Upload, Schedule and Procedures. This directive supersedes directive I-147. Please ensure that all personnel are aware of this new directive.

Should you have any questions or would like to discuss this directive, please do not hesitate to contact me at 202-493-3149.

Attachments (2)

FHWA:HRDI-30:JJiang:mdeeney:493-3149:1/13/11

File: c:/mdeeney/directive/ims/I-149dir.doc

cc:

Jonathan Groeger
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-149
Date:	January 13, 2011	Supersedes:	I-147
Subject:	Data Upload, Schedule and Procedures		

The following procedures shall be used for upload of data from the LTPP regional pavement and traffic databases to the national database.

- The Regional Support Contractors (RSCs) shall ship the annual upload to arrive on June 21, 2011. To the extent possible, this upload should include all data collected and/or processed by the RSCs under the current contracts. Upload dates beyond June 2011 will be specified by FHWA.
- To allow time for initial review, the RSCs shall not make changes to the pavement performance database or LTPP Traffic Analysis Software database following an upload submission until instructed otherwise by FHWA or the LTPP technical Services Contractor.
- Software release provided to the regions at least 4 weeks prior to the upload date should be implemented for the upload.
- The Technical Support Services Contractor (TSSC) must receive all Software Performance Reports (SPR) at least 6 weeks prior to the upload date, if the SPR is to be considered in the pre-upload software release. Software changes in response to SPRs received after this date may not be included in the last pre-upload software release.
- At least 2 weeks prior to the upload, the TSSC shall provide the RSCs instructions and scripts to perform the export of modules and files to be uploaded. The electronic media type and delivery locations for the data and upload report will be included with the extraction instructions.
- The FHWA may change these dates or require additional uploads in addition to these with at least 4 weeks prior notice.

LTPP Directive I-149: Data Upload, Schedule and Procedures

The intent of each upload is a complete transfer of data from the regional databases to the national database. All data provided with the upload are expected to be at their final processed stage and ready for analysis purposes as indicated by the level of RECORD_STATUS.

RSC are expected to process and prepare for uploading all monitoring data directly collected by the RSC more than 6 weeks prior to the upload date, or data submitted to the RSCs by others at least 8 weeks prior to the upload date.

Prior to each upload, each RSC shall have performed the following functions:

- Run all Construction Number (CN) CN*.SQL scripts on all data included in the upload.
- Run automated Quality Control (QC) check programs on all data included in the upload.
- All data included in the upload are expected to have completed the QC process.
- Remove from the database all pavement performance monitoring and construction data dated after the effective date of a test section status change to “out-of-study”.

An upload report shall be submitted with the data files in electronic format as shown in attachment 1. The upload report shall include the following:

- Identification of data sets that were manually downgraded, with a brief discussion of the reasons.
- Identification of pavement monitoring data collected more than 6 weeks prior to the upload date, but not included in the upload, and brief discussion of the reasons. This report shall not include data not loaded, or removed from the database due to changes in test section status or data quality issues.
- Identification of tables and data sets included in the upload that did not complete the QC process.

In addition to the upload report, electronic files containing the following shall also be submitted:

- Record counts, by table name and RECORD_STATUS, shall be provided for all PPDB tables included in the upload.
- Output files from the most recent CN update script run prior to the upload.
- All SQL scripts used to manually downgrade RECORD_STATUS.

LTPP Directive I-149: Data Upload, Schedule and Procedures

The folder/subfolder format and file format for submission of these electronic files is as follows:

[Region]_[date]_Upload\

CN_Out.zip -Zip file containing results of the CN update scripts

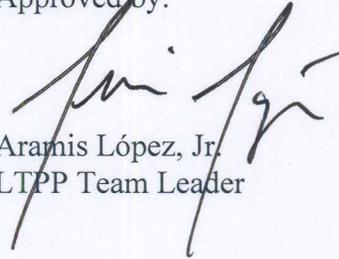
[date]_Upload_Report.doc – MS Word file containing the upload report

[date]_Counts.txt – Output txt file from the provided record count program

Downgrade_Scripts.sql – Record_Status manual downgrade scripts

Prepared by: TSSC and FHWA

Approved by:



Aramis López, Jr.
LTPP Team Leader

Attachment 1.

General Format for Upload Letter Reports

Date: [the date the report was generated]

To: [COTR and LTPP team member responsible for IMS operations]

From: [RSC]

Re: [RSC] upload report and associated upload date

Description of Files Attached with this letter

[A brief description of files attached, such as MS Excel tables, scripts, zip files, etc.]

Table 1. Data Sets not Completing QC

Module	Table	Record Status	#Records	Reason

Table 2. Data Sets not Loaded, Collected Prior to 60 Days of Upload Date

Data Type	Section ID	Date Collected	Reason
		mm/dd/yyyy	

Table 3. Data Manually Downgraded

Module	Table	Previous Record Status	Current Record Status	# of Records	Reason