



U.S. Department  
Of Transportation

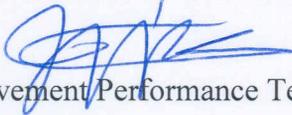
**Federal Highway  
Administration**

# Memorandum

6300 Georgetown Pike  
McLean, Virginia 22101

Subject: **ACTION:** LTPP Directive I-151  
August 2011 National Data Upload, Schedule and Procedures

Date: May 18, 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-151: August 2011 National Data Upload, Schedule and Procedures. This directive supersedes directive I-149. 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:493-3149:5/18/11

File: c:/mdeeney/directive/ims/I-151dir.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-151  
Date: May 18, 2011 Supersedes: I-149  
Subject: August 2011 National Data Upload, Schedule and Procedures

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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 next annual upload to arrive on August 2, 2011.

The RSCs shall not make changes to the pavement performance database (PPDB) or LTPP Traffic Analysis Software database for a period of 3 weeks following an upload transmittal, unless instructed otherwise by FHWA or the LTPP Technical Support Services Contractor (TSSC), to allow the TSSC to perform a data review process..

- Software releases provided to the RSCs at least 4 weeks prior to the upload (July 5, 2011) shall be implemented for the upload.
- The TSSC must receive all Software Performance Reports (SPR) 6 weeks prior to the upload (June 21, 2011), if the SPR is to be considered in the last 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 (July 19, 2011), the TSSC shall provide the RSCs instructions and scripts to perform the export of modules to be uploaded, or any other export files intended for inclusion with the upload. The electronic media type and delivery locations for the data and upload report will be included with the extraction instructions.

The intent of each upload is a complete transfer of selected data from the regional databases to the national database. All data entered into the regional databases at the time of the upload are expected to be at their final processed stage and ready for analysis purposes as indicated by the level of RECORD\_STATUS.

## LTPP Directive I-151 Data Upload, Schedule and Procedures

Each RSC is expected to process and prepare for uploading all monitoring data directly collected by the RSC more than 6 weeks prior to the upload date (June 21, 2011). Data not directly collected by the RSCs shall be provided to the RSCs at least 8 weeks prior to the upload (May 7, 2011).

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

- Run all CN\*.SQL scripts on all data to be included in the upload.
- Run automated QC check programs on all data to be 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.”
- Submit in electronic format an upload report in the format 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 reason(s).
  - Identification of pavement monitoring data collected more than 6 weeks prior to the upload date (June 21, 2011), but not included in the upload, and brief discussion of the reason(s). 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 letter report, electronic files containing the following shall also be submitted with the upload report:
  - Record counts, by table name and RECORD\_STATUS, for all tables of the pavement performance database (PPDB) included in the upload.
  - The output files from the most recent run of CN update scripts.
  - All SQL scripts used to manually downgrade RECORD\_STATUS.

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

[Region]\_[date]\_Upload\

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

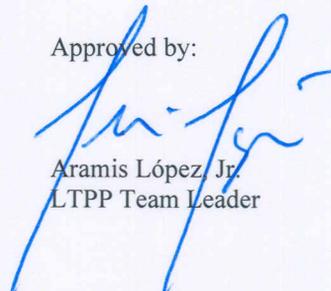
[date]\_Upload\_Report.doc – MS Word file containing the upload report

[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

LTPP Directive I-151 Data Upload, Schedule and Procedures

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