The Indiana Highway Study Committee made its decision to employ consulting engineers for the conduct of the Highway Needs and Fiscal Study during the early summer of 1965. At this time they invited qualified consultants to make proposals for the prosecution of the work. The Cole and Williams engineering joint venture was formed by two Indiana consulting firms, Charles W. Cole and Son and Clyde E. Williams and Associates. The joint venture demonstrated that they had the resources for the conduct of the study and agreed that they would retain technically qualified professionals for the direction of the study. On this basis they were awarded a small contract for the development of A Detailed Work Program and Operational Plan for Comprehensive Highway Needs Study for the State of Indiana. The purpose of the detailed work program was first, to translate the areas of interest established in Senate Concurrent Resolution No. 2 into a detailed scope of work for the study; second, to generally describe the procedures that would be followed in completing the established scope of work; and third, to prepare a schedule for the actual study. The detailed work program established the framework for the negotiation of a contract for the Needs Study and also demonstrated that it was feasible to undertake the study within the time limits imposed by the Legislative schedule.

The work program was presented to the Highway Study Committee on September 13, 1965. During the succeeding four weeks the program was reviewed by the State Highway Commission and the Bureau of Public Roads and negotiations were undertaken on the fee for conduct of the study and the resolution of various details of procedure. On October 11, work on the basic study of highway needs and finance was officially under way. Offices were opened at 105 South Meridian Street and steps were taken to staff, furnish and equip the study. A project manager with qualifications acceptable to the Study Committee, Highway Commission and Bureau of Public Roads was assigned full time to the project. Three staff engineers were appointed,
one each for State highways, county roads and city streets. A consul­
tant with specialized qualifications was selected to assist on the
highway classification and fiscal aspects of the study. For the field
appraisal of local roads and streets, agreements were negotiated with
civil engineering consultants throughout Indiana.

Concurrently with the organization of the study offices, work was
undertaken on the functional classification of highways, roads and
streets. The first step in this procedure was the selection of a net-
work of state-wide interest roads. While this phase was under way,
aerial photographs of all cities with over 5,000 population and maps
showing all county roads were procured with the assistance of the
State Highway Commission, so that the classification phase of the
work could proceed smoothly from state-wide interest roads to selec-
tion of arterial and collector systems at the local level. Study staff
engineers went to work on the final design of field work sheets and
the editing and expansion of manuals for the field and office appraisal
of needed improvements on State highways, county roads and city
streets.

Field work for the appraisal of needs on the State Highway System
was conducted by the Division of Development of the State Highway
Commission during 1964 and 1965. Data relating to this appraisal
were transmitted to the offices during November and December and
appraisal of state highways was initiated at that time.

As the functional classification of local road and street systems was
completed, field maps were marked to show the sections of road
which would be investigated during the field appraisal. These sec-
tions included all roads and streets which were functionally classified
as arterial facilities, the limited mileage of Federal Aid Secondary
routes which were classified as local access, and a sample of approxi-
ately 10 percent of the land access roads and residential access streets.
Work sheets were then prepared showing existing inventory data and
identification of these road sections and the sheets were transmitted to
field parties.

The field party consists of an engineer with highway experience
and a supporting technician who assists him in making measurements,
recording data and driving. The field party checks the existing inven-
tory data against the conditions actually observed on the roadway,
supplements these data with information which is not available in the
inventory records and makes a rating of surface condition, drainage
adequacy, terrain type, and similar factors. By the end of January,
data on roads and streets, in counties where the field work had been
completed, were being returned to the study offices in substantial quan-
tities. Appraisal of local roads and streets construction needs in each
county and in cities over 5,000 population was then started by engineers
working in the study office.

Several special studies are also under way at this time, including
collection of data to be presented in individual county reports, study
of highway transportation and its relation to the total transportation
economy of Indiana, evaluation of maintenance practices and costs,
and projection of population during the 20-year study period. Pop­
ulation projections have been prepared on a state-wide basis and also
for each of the 92 counties. These projections provide the foundation
for subsequent projection of travel and needs, the anticipated growth
of urban areas, and the projection of vehicle ownership and travel
as it relates to revenue from highway user taxation.

At the present time, approximately 80 people are being employed
each day on the Indiana Highway Needs and Fiscal Study. With field
work, office appraisal, and special studies all going on simultaneously,
the work is proceeding at a peak rate and is approximately 50 percent
complete. The final report draft will be submitted to the Study
Committee, the Highway Commission and the Bureau of Public Roads
on October 1 and printed reports will be available on November 1.
Individual reports showing the details of the Needs and Fiscal Studies
as they relate to each of the 92 counties and the cities within these
counties will be completed during the month of November.