

February 7, 2011

Mr. Mohammed Alghurabi, P.E.
VanWagoner Transportation Bldg.
425 W. Ottawa
P.O. Box 30050
Lansing, MI 48933

Via Email

RE: NITC Project; Job No. 108188C
PTG Job No 647225 - Invoice No. 17 (11020094) Progress Report

Dear Mohammed:

Enclosed is the narrative progress report for the New International Trade Crossing (NITC) Project. This report covers all work performed by the Parsons consulting team. It supports Invoice No. 17 for January 2011. The invoice will be submitted under separate cover to Pam Decker.

Please call if you have any questions or comments.

Sincerely yours,

PARSONS



Bruce L. Campbell, P.E.
Deputy Project Manager

**PROGRESS REPORT
PARSONS TRANSPORTATION GROUP
NITC PROJECT
JANUARY 1, 2011 – JANUARY 28, 2011**

The following details the work progress for the project by Contract. At the end of the task progress discussion are sections that address updates of the schedule, and items needed from MDOT.

CONTRACT 1 – CONSULTANT COORDINATION

P/PMS TASK 211M –PUBLIC ENGAGEMENT

A. Work Progress

- Participated in the following meetings:
 - January 26 – LAC/LAG meeting, Southwestern H.S.

B. Products

- Meeting minutes.

C. Task Evaluation

- None this period.

D. Upcoming Work

- Continue normal community engagement work.
- Participate in the following meetings:
 - February 23: LAC/LAG meeting.

E. Real or Anticipated Problems

- None this period.

P/PMS TASK 3010 – PROJECT MANAGEMENT

A. Work Progress

- Prepared for and attended the following meetings:
 - January 11 – MDOT – Border Crossing O&M analysis, teleconference
 - January 13 – MDOT – Border Crossing O&M analysis, teleconference
 - January 14 – MDOT – Border Crossing O&M analysis, teleconference (2)
 - January 27 – MDOT – Project Schedule/Cost, Lansing
- Prepared technical analysis of potential NITC and other border crossings operations and maintenance costs with and without the project.

- Increased efforts in the continued development of a program master schedule.
- Arranged for delivery of meeting displays to MDOT.
- Developed ODC budget revision.
- Processed subconsultants invoices.

B. Products

- Revised Master Cost Estimate worksheet.
 - Cash flow graphs
- Operating Cost Analysis paper
- Operations & Maintenance growth analysis spreadsheet
- Revised border crossing briefing table
- Q&A review comments
- ODC Budget revision
- Materials as input to:
 - Border crossing briefing.

C. Task Evaluation

- None this period.

D. Upcoming Plans

- Attend project meetings.
- Develop action plan for project implementation should legislative approval occur.
- Update project cost allocations and cash flows.
- Continue development of the master program schedule including meetings with MDOT subject matter experts as needed.

E. Real or Anticipated Problems

- Provide input to MDOT to support NITC legislative action and briefing of new administration.

P/PMS TASK 3020 – PROJECT WIDE ACTIVITIES

A. Work Progress

- None this period.

B. Products

- None this period.

C. Task Evaluation

- None this period.

D. Upcoming Plans

- None next period.

P/PMS TASK 3030 – PROJECT CONTROLS

A. Work Progress

- Continued filing of Project Record documents.
- Continued development of a master program schedule including Program WBS structure.
- Prepared for and attended several internal teleconferences.

B. Products

- Draft WBS structure
- Draft roll-up schedule

C. Task Evaluation

- Will need to continue meeting with MDOT staff to further develop and complete the master program schedule.

D. Upcoming Plans

- Document control.
- Continue development of a comprehensive project schedule.

P/PMS TASK 3040 – PROJECT EXECUTION

A. Work Progress

- None this period.

B. Products

- None at this period.

C. Task Evaluation

- None.

D. Upcoming Plans

- None.

P/PMS TASK 3060 – QUALITY ASSURANCE & QUALITY CONTROL

A. Work Progress

- None this period.

B. Products

- None this period.

C. Task Evaluation

- None.

D. Upcoming Plans

- None.

E. Real or Anticipated Problems

- None.

P/PMS TASK 3300 – DESIGN COORDINATION & PRELIMINARY ENGINEERING

A. Work Progress

- None this period.

B. Products

- None this period.

C. Task Evaluation

- None this period.

D. Upcoming Plans

- Participate in Core Team meeting when scheduled.
- Participate in Design Team meetings when scheduled.

E. Real or Anticipated Problems

- None.

P/PMS TASK 3330 – ROAD DESIGN SURVEY

A. Work Progress

- None this period.

B. Products

- None this period.

C. Task Evaluation

- Task is complete.

D. Upcoming Plans

- None.

P/PMS TASK 3400 – DESIGN FIELD SERVICES

A. Work Progress

- Project maintenance.
- Prepared for and attended the following meetings:
 - None this period

B. Products

- None this period.

C. Task Evaluation

- None this period.

D. Upcoming Plans

- Continue assistance in utility coordination.
- Receive utility company markups and incorporate comments into base plans.

P/PMS TASK 3600 – MUNICIPAL UTILITY DESIGN

A. Work Progress

- None this period.

B. Products

- None this period.

C. Task Evaluation

- Submitted invoices that were previously omitted.

D. Upcoming Plans

- None this period.

P/PMS TASK 3700 – ENVIRONMENTAL COORDINATION

A. Work Progress

- None this period.

B. Products

- None.

C. Task Evaluation

- None.

D. Upcoming Plans

- None this period.

P/PMS TASK 4000 – RIGHT OF WAY

A. Work Progress

- None this period.

B. Products

- None this period.

C. Task Evaluation

- None.

D. Upcoming Plans

- Address ROW issues as they arise and for which MDOT seeks assistance.

E. Real or Anticipated Problems

- None this period.

P/PMS TASK 4510 – RIGHT-OF-WAY SURVEY

A. Work Progress

- None this period.

B. Products

- None this period.

C. Task Evaluation

- Task is complete.

D. Upcoming Plans

- None.

F. Items Needed from MDOT

- Attached are the following log of items needed from MDOT and other consultants:
 - Submittal logs are temporarily suspended.
- Final meeting minutes for the following meetings:
 - None.

ATTACHMENT

G. CONTACT RECORDS

- Daily contact records, daily e-mails and conversations by phone and in person with the MDOT Project Manager, Deputy Project Manager and other MDOT/FHWA personnel.
- Monthly progress report
- Notes, as appropriate, of the following meetings:
 - January 26 – LAC/LAG Meeting.
- Input to notes and presentation materials, as required, on each of the following meetings.
 - None this period.

H. SCHEDULE & BUDGET DETAIL

- Contract Amendment #1 Part B pending authorization by MDOT PM.
- Adjusted anticipated completion date from February to June (see Earned Value report).
- Modification to Parsons ODC's budget to account for removal of LAC/LAG meetings from Corradino budget is pending direction from MDOT. Draft budget submitted.

JN: TBD – CONTRACT 2 – AESTHETIC DESIGN GUIDE (HAMILTON ANDERSON)

Contract not yet executed.

JN: 802330C – CONTRACT 3 – I-75 MAIN LINE (URS)

See URS progress report.

JN: 108202D – CONTRACT 4 – S37-82194 (BENESCH)

See Benesch progress report.

JN: 108202D – CONTRACT 5 – S38-82194 (WILCOX)

See Wilcox progress report.

JN: 108202D – CONTRACT 6 – S39-82194 (URS)

See URS progress report.

JN: 108202D – CONTRACT 7 – S37-82194 (URS)

See URS progress report.